

PROCEEDINGS
OF THE
Teachers College Board


OF THE
STATE OF ILLINOIS

WILLIAM G. STRATTON
GOVERNOR



July 1, 1954 — June 30, 1955

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TEACHERS COLLEGE BOARD

Lewis M. Walker, Chairman
Royal A. Stipes, Jr., Vice-Chairman
Chas G. Lanphier, Secretary (until April 1, 1955)
Alexander Summers, Secretary (after April 1, 1955)

APPOINTED MEMBERS:

1953-1957

| | |
|---------------------------------|---------|
| Mr. Carl Dunbar | Macomb |
| Dr. William C. Reavis | Chicago |
| Mr. Clarence Ropp | Normal |

1953-1959

| | |
|--|-----------|
| Mrs. Harriet Lowden Madlener | Oregon |
| Mr. Royal A. Stipes, Jr. | Champaign |
| Mr. Lewis M. Walker | Gilman |

1955-1961

| | |
|-------------------------------------|----------|
| Mr. J. A. Houle, Jr. | Hinsdale |
| Mr. Alexander Summers | Mattoon |
| Mr. Chauncey B. Watson, Sr. | DeKalb |

EX-OFFICIO MEMBERS:

| | |
|--|-------------|
| Dr. Vernon L. Nickell, Superintendent of Public Instruction | Springfield |
| Mr. Morton H. Hollingsworth, Director of Finance | Springfield |

Dr. Richard G. Browne, Executive Officer
Room 9, Centennial Building
Springfield, Illinois

PROCEEDINGS OF THE TEACHERS COLLEGE BOARD

Minutes of Meetings of the Teachers College Board

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| August 12, 1954 | Illinois State Normal University, Normal | 70-74 |
| September 20, 1954 | Morrison Hotel, Chicago | 74-84 |
| October 18, 1954 | Eastern Illinois State College, Charleston | 149-159 |
| November 21-22, 1954 | Morrison Hotel, Chicago | 160-175 |
| January 17, 1955 | Leland Hotel, Springfield | 223-241 |
| February 14, 1955 | Illinois State Normal University, Normal | 241-261 |
| March 21, 1955 | Leland Hotel, Springfield | 261-276 |
| April 18, 1955 | LaSalle Hotel and State of Illinois Building, Chicago | 374-416 |
| May 16, 1955 | Eastern Illinois State College, Charleston | 417-430 |

Presidents' Reports - Quarterly Submitted at the Teachers College Board Meetings

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| July 19, 1954 | Eastern Illinois State College | 3-14 |
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| October 18, 1954 | Eastern Illinois State College | 84-99 |
| | Illinois State Normal University | 99-120 |
| | Western Illinois State College | 120-134 |
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| January 17, 1955 | Eastern Illinois State College | 175-185 |
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| April 18, 1955 | Eastern Illinois State College | 277-295 |
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| | Western Illinois State College | 326-346 |
| | Northern Illinois State Teachers College | 346-373 |

REPORT OF THE EASTERN ILLINOIS STATE COLLEGE JULY 19, 1954

The following report concerning the Eastern Illinois State College is presented for your consideration.

I. STUDENTS

A. Enrollment for the Summer Quarter, 1954.

| 1. College | <u>Men</u> | <u>Women</u> | <u>Total</u> | <u>Total One Year Ago</u> |
|----------------|------------|--------------|--------------|---------------------------|
| Graduates | 107 | 57 | 164 | 113 |
| Undergraduates | 238 | 329 | 567 | 490 |
| Total | 345 | 386 | 731 | 603 |

| | | | | |
|------------------------------------|------------|-------------|--------------------|--|
| 2. Eastern State Elementary School | | | | |
| Boys - 101 | Girls - 96 | Total - 197 | One Year Ago - 198 | |

| | | | | |
|----------------------------------|------------|-------------|--|--|
| 3. Summer Music Camp Enrollment | | | | |
| a. Choral Group - June 21-27 | | | | |
| Boys - 40 | Girls - 87 | Total - 127 | | |
| b. Band Group - June 28 - July 4 | | | | |
| Boys - 42 | Girls - 84 | Total - 126 | | |
| c. Band Group - July 5 - July 11 | | | | |
| Boys - 45 | Girls - 86 | Total - 131 | | |
| Total Enrollment for three weeks | | 384 | | |

B. Veteran Enrollment, Summer Quarter, 1954

| | <u>Summer 1954</u> | <u>Summer 1953</u> |
|----------------------|--------------------|--------------------|
| Public Law No. 550 | 113 | 40 |
| Public Law No. 346 | 29 | 54 |
| Public Law No. 16 | 3 | 2 |
| Military Scholarship | 67 | 38 |
| Total | 212 | 134 |

C. Graduates, June 4, 1954

- The following students completed the requirements for the Bachelor of Science in Education and were graduates as of June 4, 1954.

Aikman, Eugene Ellison Mattoon
 Zoology: Botany
 Albright, Barbara Jane Seibert Mt. Carmel
 Elementary Education: Social Science, Library Science
 Alexander, James, Jr. Pana
 Elementary Education: Social Science
 Alter, Margery Jane Charleston
 Elementary Education: Social Science
 Bain, Robert Addison. Mattoon
 English: Social Science, Spanish, Journalism
 Bales, Paul Lamar Charleston
 Botany: Geography, Zoology

TEACHERS COLLEGE BOARD

| | |
|--|-------------|
| Barche, Melvin Eugene | Olney |
| Geography: Industrial Arts, Social Science | |
| Beagle, Donald Theodore | Olney |
| Mathematics: Social Science, Physics, Library Science | |
| Bear, Lola Marilyn Diel | Noble |
| Home Economics: Chemistry | |
| Bear, Verne Dale | Kankakee |
| Botany: Zoology, Geography | |
| Bennett, Ruth Ellen | Oakland |
| Art: Physical Education | |
| Bidle, Jeanne Mitchell | Charleston |
| Speech: Social Science | |
| Biggs, James Wayne | Redmon |
| Botany: Zoology, Geography | |
| Block, Joseph Earl | Danville |
| Speech: Social Science | |
| Blurton, Lois Kathleen | Ramsey |
| Home Economics: Chemistry | |
| Bonnett, Joanne Eleanor Courtright | Sheldon |
| Home Economics: Art | |
| Borton, Gail Leslie, Jr. | Tower Hill |
| Physical Education: Zoology, Social Science | |
| Bower, Orpha Catherine | Charleston |
| Home Economics: Physical Education | |
| Boyer, John Winfield | Chillicothe |
| Social Science: Geography | |
| Branson, Donald Harold | Mahomet |
| Business Education: Physical Education | |
| Brown, Daniel Philip | Effingham |
| Business Education: Social Science | |
| Buesking, Ruth Anna | Stewardson |
| Elementary Education: Social Science, Business Education | |
| Calvin, Robert Michael | Mt. Olive |
| Physical Education: Social Science, Health Education | |
| Carlyle, Rosemary Juanne | Mattoon |
| Physical Education: Business Education, Health Education | |
| Carter, Harold Paul | Windsor |
| Botany: Zoology, Geography | |
| Carwell, Virginia Alice | Oakland |
| English: Social Science, Spanish, Journalism | |
| Casey, Patricia Ann | Oakland |
| Elementary Education: Social Science | |
| Chilovich, Martin Joseph | Mt. Olive |
| Physical Education: Zoology, Social Science | |
| Cody, Jimmie Lee | Robinson |
| Mathematics: Physics | |
| Cole, Charles Wayne | Charleston |
| Industrial Arts: Botany | |
| Coleman, John Randall | Mattoon |
| Physics: Music, Mathematics | |
| Cordes, Dorothy Jane Dorband | Charleston |
| Elementary Education: Social Science | |

PROCEEDINGS

| | |
|---|-----------------------|
| Court, Alan Grosvenor | Holden, Massachusetts |
| Elementary Education: Social Science, Geography | |
| Creath, Leona Rose | Mattoon |
| Home Economics: Chemistry | |
| Curtis, Mary Louise Randall | Tuscola |
| Elementary Education: Social Science | |
| Decker, Barbara Louise Jackson | Charleston |
| Music: French | |
| Decker, Donald Max | Casey |
| Music: | |
| Deeter, Billy Joe | Oblong |
| Art: Social Science | |
| Dively, John Arthur | Paris |
| Social Science: Geography | |
| Dougherty, Reba Adaline | Mt. Carmel |
| Speech: English | |
| Eads, Hannah Amelia Newgent | Paris |
| Art: French | |
| Edgington, Charles Wendell | Crown Point, Indiana |
| Physical Education: Business Education, Zoology | |
| Ellington, Margaret Ann | La Grange Park |
| Botany: Zoology, German | |
| Eppstein, Barbara Rochelle | Charleston |
| Speech: Social Science, Zoology | |
| Feist, Doris June | Sullivan |
| Elementary Education: Social Science | |
| Fellers, William Gordon | Pana |
| Business Education: Social Science | |
| Fischer, Raymond Louis | Taylorville |
| Speech: English | |
| Fredenberger, James Richard | Marshall |
| Physical Education: Social Science, English | |
| Fuller, Harold Lee | Palestine |
| Botany: Zoology, Geography | |
| Girl, Carolyn Joyce | Hume |
| Speech: English, Social Science | |
| Grant, Rose Mary | Decatur |
| Elementary Education: Social Science | |
| Grayson, Don Leroy | Neoga |
| Physics: Chemistry, Mathematics | |
| Griffith, Jerry | St. Elmo |
| Speech: Social Science | |
| Gullett, Nelle May | Mattoon |
| Elementary Education: Social Science | |
| Hannah, David Morgan | Mattoon |
| Social Science: Spanish | |
| Hardin, Barbara Ann | Robinson |
| Elementary Education: Social Science, Speech Correction | |
| Harrington, James Anthony | Arcola |
| Social Science: Speech | |
| Hashbarger, Charles Thomas | Mattoon |
| Speech: Business Education, Speech Correction | |

TEACHERS COLLEGE BOARD

| | |
|---|-----------------------|
| Hemphill, Maurice Ray. | Dorchester |
| Physical Education: Mathematics, Zoology | |
| Henderson, John Raymond | Charleston |
| Industrial Arts: Social Science | |
| Henn, Marian Rose | Paris |
| Home Economics: Social Science | |
| Hosier, Lois Dell Dillman | Oblong |
| Business Education: Social Science | |
| Hyland, Erma Mae Thompson | Edgewood |
| English: Spanish, Social Science | |
| Jacobson, David Philip | Chicago |
| Social Science: Business Education | |
| James, Joe Stephen | Villa Grove |
| Spanish: Social Science | |
| Jamnik, Nancy Ann Defibaugh | Champaign |
| Business Education: Social Science | |
| Jehling, Donald Julius | Dupo |
| Industrial Arts: Physical Education | |
| Johnson, Dana Keith | Mt. Carmel |
| Speech: English, Social Science | |
| Keener, John Henry | Albion |
| Geography: Physical Education, Zoology | |
| Kirchberg, Maurice Allen | Freeport |
| Physics: Mathematics | |
| Kirts, Henry Frederick | St. Marie |
| Chemistry: Physics | |
| Kuhn, Barbara Ellen | Jewett |
| Elementary Education: English, Social Science | |
| Lackey, John Thomas | Stoy |
| Spanish: Zoology | |
| Land, Margaret Wylie | Carmi |
| Business Education: Social Science | |
| Lee, Robert Eugene | Edgewood |
| Physical Education: Social Science | |
| Level, Dale Arthur, Jr. | Casey |
| Speech: English | |
| Long, Drury Dean | Camargo |
| Speech: English, Social Science | |
| Loyet, Donald Lee | Highland |
| Physics: Mathematics | |
| Maxfield, Royce Wayne | Villa Grove |
| Zoology: Chemistry, Botany, Social Science | |
| Maxon, James Paul | Madison |
| Physical Education: Music, Health Education | |
| McAfee, Phyllis McDermith | Rosamond |
| Elementary Education: Social Science | |
| McHatton, Gloria Jeanne | Chicago |
| Elementary Education: Social Science | |
| McKay, Robert Bruce | Holden, Massachusetts |
| Chemistry: Mathematics, Botany | |
| McKee, Donald Lee | Pana |
| French: German, Mathematics | |

PROCEEDINGS

| | |
|--|--------------|
| McMullen, Nelston Turner | Hume |
| Business Education: Physical Education, Social Science | |
| McQueen, David Lee | Longview |
| Physical Education: Business Education, Geography | |
| McWilliams, James Allen | Olney |
| Business Education: Social Science | |
| Mieure, Robert James | Sumner |
| Physical Education: Industrial Arts | |
| Miller, Charlotte Ann | Charleston |
| Elementary Education: Social Science | |
| Moody, Norma Jean Zimmer | Witt |
| Elementary Education: Social Science, Library Science | |
| Moore, Janet Frances | Arcola |
| Business Education: Music | |
| Morrison, Elizabeth Sue | Peotone |
| Music: | |
| Muchmore, Lucy Ann | Evanston |
| Physical Education: Speech, Health Education | |
| Myers, Mildred Emily | Ashmore |
| Physical Education: Zoology, Health Education | |
| Neely, Thomas Paul | Sorento |
| Elementary Education: Social Science | |
| Newlin, Betty Louise | Palestine |
| Home Economics: Art | |
| Newton, Ann W. | Effingham |
| Social Science: English | |
| Olsen, Jacqueline Isabel | Charleston |
| Home Economics: Art | |
| Onorati, Francis Augustine | Paris |
| Chemistry: Mathematics | |
| Ostergren, Virginia Ruth Garbe | Mattoon |
| Business Education: Social Science | |
| Ozier, Kenneth Eugene | Mattoon |
| Business Education: Social Science | |
| Pixley, Frank Shearer | West Salem |
| Botany, Zoology: Social Science | |
| Porter, Zane Stratton | Carlinville |
| Chemistry: Zoology | |
| Post, Julia Ann | Charleston |
| Elementary Education: Social Science | |
| Pyle, Walter Eugene | Vandalia |
| Randolph, Virginia | Mt. Carmel |
| Elementary Education: Social Science | |
| Ratts, Kenneth Wayne | Martinsville |
| Chemistry: Zoology, Mathematics | |
| Rea, James Eugene | Danville |
| Zoology: Chemistry, Botany, Industrial Arts | |
| Reeley, Jacqueline Lee Butler | Charleston |
| Elementary Education: Social Science, Library Science | |
| Reynolds, Joyce Elizabeth | Charleston |
| Speech: English | |
| Rhoads, Margaret Spittler | West Union |
| Elementary Education: Social Science | |

TEACHERS COLLEGE BOARD

| | |
|--|--------------|
| Richards, Walter, Jr. | Palestine |
| Social Science: Mathematics | |
| Richardson, Donald Eugene. | Bridgeport |
| Physical Education: Geography | |
| Richardson, Richard Harrod | Bridgeport |
| Music: | |
| Rigg, Mary Alice | Mt. Carmel |
| Mathematics: Business Education | |
| Riley, Beverly Janette | Sullivan |
| Business Education: Social Science | |
| Roberts, Helen Mae | Charleston |
| Music: | |
| Roland, Robert Nelson | Pana |
| Business Education: Social Science | |
| Rosborough, Barbara Ann | Robinson |
| Business Education: Social Science | |
| Sawyer, David Heth. | Sidell |
| Zoology: Botany, Chemistry, Mathematics | |
| Schreck, Thomas Calvin | Mattoon |
| Chemistry: Physical Education, Mathematics | |
| Scott, Marilyn Anne Carr | Toledo |
| Physical Education: Social Science | |
| Seaman, Betty Jean Ehrhart. | Mattoon |
| Home Economics: Social Science | |
| Seaman, Mildred Jean | Mattoon |
| Physical Education: Speech, Health Education | |
| Sellers, Zetta Marie Pinkstaff. | Danville |
| Business Education: Social Science | |
| Sempsrott, Aden Ernest | Mattoon |
| Business Education: Speech | |
| Shake, Roy Eugene | Claremont |
| Botany, Zoology: Geography | |
| Shay, Cecelia Agnes | Arthur |
| Elementary Education: Social Science | |
| Shea, Thomas William | Mattoon |
| Zoology: Botany, Chemistry | |
| Shedlebower, Earl Keith | Willow Hill |
| Industrial Arts: Social Science | |
| Siverly, Paul Lloyd. | Marshall |
| Industrial Arts: Physics | |
| Smart, Mervin Wayne. | Herrick |
| Mathematics, Physics: | |
| Smith, Gladys Coon Daily | Mattoon |
| Elementary Education: Social Science | |
| Sparks, Anna Jane | Beecher City |
| Home Economics: Chemistry | |
| Stanberry, Eugene Leon | Charleston |
| Business Education: Social Science | |
| Stanley, James Marion. | Palmer |
| Mathematics: Social Science; Physics | |
| Stanley, Patricia Jane | Grayville |
| Music: | |

PROCEEDINGS

| | |
|--|------------|
| Staub, Kathryn Rose | Marshall |
| Elementary Education: Physical Education, Social Science | |
| Steere, James Lindley | Charleston |
| Social Science: Geography | |
| Stewart, Jacquelyn | Camp Point |
| Speech, English | |
| Stigers, Betty Joyce | Mattoon |
| Business Education: Social Science | |
| Stricker, George Oliver | Midlothian |
| Chemistry: Mathematics, German | |
| Sudduth, Barbara Joan | Paris |
| Home Economics: Social Science | |
| Taber, Samuel Joseph | Mattoon |
| Business Education: Social Science | |
| Talley, Galen Duane | West Salem |
| Music: | |
| Thomas, Eugene Melvin | Danville |
| Zoology: Botany, Chemistry | |
| Thormahlen, Yvonne Fehrenbacher | Newton |
| Elementary Education: Social Science, Library Science | |
| Trotta, Paul Michael | Midlothian |
| Zoology: Chemistry, Botany | |
| Vacketta, Rita Ann | Westville |
| Elementary Education: Social Science | |
| VanDyke, Dorothy Mae | Greenup |
| Home Economics: Social Science | |
| Van Zant, Laverna Lucille | Raymond |
| Elementary Education: Social Science | |
| Vick, Jack Norwood | Harvard |
| Physical Education: Zoology, Geography | |
| Volle, Carol Jean | Chestnut |
| Elementary Education: Library Science, Social Science | |
| Von Brock, Samuel Carl | Caseyville |
| Physics: Mathematics | |
| Waggoner, John Boyd | Gays |
| Physics: Mathematics | |
| Walton, Pauline Joyce | Albion |
| Business Education: Social Science | |
| Washington, Carolyn Hill | Charleston |
| Elementary Education: Social Science | |
| Washington, Robert Lee | Elgin |
| Social Science, Geography | |
| Weerts, Barbara Claire | Buckley |
| Home Economics: Social Science | |
| Weirich, Charles Cletus | Chicago |
| Business Education: Social Science | |
| Weller, Marjorie Ilene | Hindsboro |
| Home Economics: Art | |
| Welton, Duane | Mattoon |
| Business Education: Social Science | |
| Willett, Lola Louise | Vandalia |
| English: Speech, Social Science | |

TEACHERS COLLEGE BOARD

| | |
|--|--------------|
| Wills, Bonita Joan | Beecher City |
| Botany: Zoology, Geography | |
| Wilson, Carolyn Louise | Windsor |
| Elementary Education: Social Science | |
| Wilson, Dolores Evelyn | Neoga |
| Physical Education: Social Science, Health Education | |
| Wilson, Joan Ellen | Paris |
| English: Physical Education, Spanish, Social Science | |
| Windle, Doris Evelyn | Flora |
| Physical Education: Speech, Health Education | |
| Winkler, Marjorie Lois Dent | Mattoon |
| Home Economics: Social Science | |
| Wisner, Alice Mae | West Salem |
| Home Economics: Chemistry | |
| Wittnam, Charles Alfred | Irving |
| Botany: Zoology | |
| Woodyard, George William | Ashmore |
| Spanish: German, Social Science, Latin | |
| Younger, Charles Jacobs | Louisville |
| Physics: Mathematics, Social Science | |

Men: 92 Women: 81 Total: 173

2. The following students completed the requirements for the Junior College Diploma and were granted the diploma on June 4, 1954.

| | |
|------------------------------------|-------------|
| Ealy, Ronald Frank | Effingham |
| Henkel, Robert Neil | Atwood |
| McDowell, Herbert | Sidell |
| Sheafor, Max Don | St. Elmo |
| Suhling, Patricia Myrtle | Bunker Hill |
| Tuttle, Judith Lee | Mattoon |
| Wilkinson, Richard Lee | Mt. Carmel |

Men: 5 Women: 2 Total: 7

3. The following students completed the requirements for the degree of Master of Science in Education and were graduated as of June 4, 1954.

| | |
|-----------------------------------|---------------------|
| DePew, Elizabeth Ann | Springfield |
| Mellott, George Kenneth | Rockville, Maryland |
| Montgomery, Donald Ray | Flat Rock |
| Sterling, Robert Wayne | Brocton |

Men: 3 Women: 1 Total: 4

II. FACULTY

A. New Position

1. Agreement with Unit District No. 1 involves adding a Fifth Grade Room to the campus elementary school. Permission is requested to employ an Instructor and Supervisory Teacher

PROCEEDINGS

and to purchase desks, chairs and equipment needed.

B. Replacement

1. As a successor on the twelve-month administrative staff to Robert L. Gonderman, resigned, Francis W. Bellinghausen is recommended as Superintendent of Grounds, at a salary of \$4840 for the remainder of the fiscal year beginning August 1. Mr. Bellinghausen is a veteran, married with three small daughters, holds the B.S. degree in Horticulture from the Oklahoma A. & M. College and is a third generation nurseryman.

C. Resignation

1. Maurice Harlan Stump, A.M., Instructor and Eighth Grade Supervisory Teacher, resigns by telegram effective July 9, 1954, from Greeley, Colorado, where apparently plans for continued study or other employment have been made.

III. CLASSIFIED EMPLOYEES

A. Resignations

1. Joan Madden, M.S., on leave for study, and secretary to the Dean of Instruction, as of July 1, 1954, in order to marry.
2. Jo Claire McBride, Temporary Clerk-Typist I in Business Office, resigned effective June 7, 1954, for health reasons.
3. Patricia F. Barche, Clerk-Stenographer I in Business Office resigned effective June 15, 1954, to go with her husband.
4. Patricia Richardson, Clerk-Typist I in Business Office, resigned effective June 17, 1954, to go with her husband.

B. Leaves of Absence

1. Ollie Elledge, Cooks' Helper, leave of absence without salary from June 5, 1954, to September 8, 1954.
2. Helen M. Moltz, Clerk-Typist I, leave of absence without salary from July 1, 1954, to August 23, 1954.
3. Vera G. Snider, Kitchen Helper, leave of absence without salary from June 17, 1954, to September 1, 1954.
4. Rose Ann Oglesby, Clerk-Typist I, leave of absence without salary from June 16, 1954, to September 8, 1954.
5. Mildred Rea, Clerk-Typist I in Library, leave of absence without salary from July 1, 1954, to July 1, 1955, for study.

C. Replacements

1. Harriette J. Boles, Temporary Clerk Stenographer I, employed at a salary of \$160.00 per month, effective June 15, 1954, replacing Patricia F. Barche, resigned.

TEACHERS COLLEGE BOARD

2. Mary Ellen Lee, Clerk-Typist I, employed at a salary of \$155.00 per month, effective June 16, 1954, replacing Mildred Rea, on leave.
3. Venetta N. Wilson, Temporary Cook's Helper, employed at \$.862 per hour, replacing Ollie Elledge, on leave.

IV. ORGANIZATION

- A. The reorganization of the Personnel Services of the college, other than Instructional Services, has been under study for several months, and the final report will be submitted to the Eastern policy committee and then to the Teachers College Board for consideration. This contemplated reorganization of personnel services grew from a recommendation of the visitation committee of the American Association of Colleges for Teacher Education.
- B. The physical condition of Miss Blanche Thomas, College Registrar since 1922, due to a stroke in September, 1953, necessitates the appointment of a permanent registrar. Added duties of the Dean of Instruction will no longer permit his supervision of the work of the registrar. Provision was made in the budget for this new appointment.

VI. BUILDINGS and GROUNDS

A. Rehabilitation of Lantz Gymnasium

The tuck-pointing, wall repair and roof repair of Lantz Gymnasium has been completed in a first-class manner and the appearance of the building much improved.

- B. During early spring the boiler heating the fifty-five year old greenhouse collapsed, necessitating emergency oil heating. This building is now attached to the general steam lines with new fin radiators, and the interior has been rebuilt by the college carpenter. A new greenhouse should be in the plans for permanent improvements for the next biennium.
- C. Bids have been received for labor and materials necessary for installing new and proper industrial power dispersal in the machine shop of the Industrial Arts Department as follows:

| | |
|--|------------|
| 1. Young and Foote, Mattoon | \$2,496.00 |
| 2. D. L. Tomlin, Mattoon. | 3,116.00 |
| 3. Snyder's Electrical Service, Charleston | 3,704.29 |

The low bid of Young and Foote of \$2,496.00 is recommended, payable from Contractual Service funds.

- D. Increasing pressure on the Department of Zoology for the year of General Biology makes necessary equipping an additional biology laboratory. Quotations indicate equipment will probably cost as follows:

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| | <u>Estimated</u> |
|--|------------------|
| 32 Bausch and Lomb FPD microscopes, fully equipped . . | \$5,788.00 |
| 2 Laboratory tables | 1,340.00 |
| 1 Microscope case. | 147.50 |
| | <hr/> |
| | \$7,275.50 |

The budget for 1954-55 included \$7500.00 for this equipment. Permission is requested to secure bids with power of purchase approval placed in the Advisory Committee.

E. Bids for the repair of walls and redecoration of Pemberton Hall have been received as follows:

| | |
|---|------------|
| 1. Stoner-Lunn, Charleston | \$3,858.00 |
| 2. Thomas Mesmith, Champaign | 4,436.00 |
| 3. Vernon Babb, Decatur | 5,200.00 |
| 4. John M. Gerhardt, Charleston | 5,313.00 |
| 5. Alfred Cuvelier, Terre Haute | 6,151.00 |
| 6. W. Merle Deck, Champaign. | 7,267.25 |
| 7. Maxfield, Brazil, Indiana | 11,683.50 |

Authorization for letter contract to the lowest bidder, Stoner-Lunn of Charleston for \$3,858.00, payment from Contractual Services.

IX. MISCELLANEOUS:

A. Conference with Mr. Shields of Barcus, Kindred and Company concerning the financial circumstances connected with the dormitories and cafeteria at Eastern, leads to a tentative statement that if enrollment continues to increase, as shown in September, 1954, probably a bond issue could be floated, partially if not wholly, for the housing of approximately 400 students with cafeteria and recreation facilities.

X. SUMMARY

Consideration by the Teachers College Board is requested on the following items:

1. Graduation of persons listed who have completed the requirements for (a) Junior College Diplomas, (b) Bachelor of Science in Education degree, and (c) Master of Science in Education degree, as of June 4, 1954.
2. Adding fifth grade room to elementary school, employing teacher and purchasing equipment.
3. Employment of Francis W. Bellinghausen as stated.
4. Resignation of Maurice Harlan Stump.
5. Resignations, leaves of absence and replacements of Classified Employees as listed.
6. Award of contract for industrial wiring of Machine Shop Laboratory to Young and Foote for \$2,496.00.
7. Authorization to secure bids on biological equipment with Advisory Committee empowered to award contract.

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8. Award of contract for repair and decoration of Pemberton Hall to Stoner-Lunn of Charleston for \$3,858.00.

Respectfully submitted,

Robert G. Buzzard
President

ILLINOIS STATE NORMAL UNIVERSITY Normal, Illinois

The following report is submitted from Illinois State Normal University:

I. STUDENTS

1. Summer Session Enrollment

Although complete data on summer session enrollment cannot be presented at this time, it can be indicated that a total of 1114 students are registered in the eight-weeks summer session. In addition, 16 students registered in the Illinois Geography Field Course, June 14 to July 2. There were 52 students registered in the Handwriting Clinic the week beginning June 21, and 55 during the week beginning June 28. Other one-week clinics are scheduled for the remainder of the summer.

A complete analysis of the summer enrollments, including all campus and off-campus activities, will be presented in the next report to the Board.

2. Graduates

At the June 12, 1954 commencement, there were 283 undergraduate and 16 graduate students who received appropriate degrees and diplomas.

- a. The students whose names appear below completed requirements for the degree of Master of Science in Education at the close of the second semester, June 12, 1954. It is recommended that they be awarded the degree of Master of Science in Education and be granted the diploma of Illinois State Normal University.

GRADUATE SCHOOL MASTER OF SCIENCE IN EDUCATION

Milton Leslie Derr Woodstock
B.S. in Ed., Illinois State Normal University, 1949
Education - Administration (Elementary)
Title of Thesis: Evaluation Preferences of Elementary Teachers

PROCEEDINGS

- Donald Francis Devine Normal
 B.S. in Ed., Illinois State Normal University, 1951
 Mathematics
 Title of Thesis: Analysis of Achievement in Arithmetic
- Dale Ernest Fahsbender Momence
 B.S. in Ed., Illinois State Normal University, 1949
 Education - Administration (Secondary)
 Title of Thesis: Holding Power Survey of Momence High School
- Arlen Gerald Felchner Oak Park
 B.S. in Ed., Illinois State Normal University, 1953
 Mathematics
 Title of Thesis: Logical Relationships Between Theorems in
 Plane Geometry
- George Noel Green Elgin
 B.S., Northwestern University, Evanston, Illinois, 1951
 Physical Science
 Title of Thesis: Lecture Demonstrations for High School
 Chemistry
- Walter Charles Harris Lexington
 B.S., Bradley University, Peoria, Illinois, 1950
 Social Science
 Title of Thesis: The United Nations and Palestine
- Rosellen Hoerr Atlanta
 B.S. in Ed., Illinois State Normal University, 1947
 Music
 Title of Thesis: Trends in Teaching Music Fundamentals, as
 Revealed through Periodical Literature from
 1900 to 1950
- Wilma Elizabeth Isenberger Clarion, Iowa
 B.S., State University of Iowa, Iowa City, Iowa, 1949
 Health and Physical Education for Women
 Title of Thesis: Relationship Between Motor Ability and Body Build
- Harold Ernest Limper Normal
 B.S. in Ed., Illinois State Normal University, 1953
 Geography
 Title of Thesis: A Comparison of the Urban Patterns of
 St. Louis, Missouri, and Paris, France
- Joseph Louis Mini Aurora
 B.S. in Ed., Illinois State Normal University, 1947
 Education - Administration (Elementary)
 Title of Thesis: Methods of Reporting Pupil Progress,
 Oglesby, Illinois, An Evaluation
- Robert Eugene Moske Springfield
 B.S. in Ed., Illinois State Normal University, 1952
 Art
 Title of Thesis: Creative Woodshop Experiences for High
 School Art Students
- William Angelo Norini Milwaukee, Wisconsin
 B.S. in Ed., Illinois State Normal University, 1948
 Mathematics
 Title of Thesis: Mechanical Drawing as an Applied Field
 of Intuitive Geometry

TEACHERS COLLEGE BOARD

- Randall Ray Parker Hartford, Wisconsin
 B.A., University of Iowa, Iowa City, Iowa, 1947
 Education - Administration (Elementary)
 Title of Thesis: Allocation of Administrative Duties in Unit
 District Elementary Schools
- Alice Marie Purdes Madison
 B.S. in Ed., Illinois State Normal University, 1953
 Music
 Title of Thesis: Lip Control in the Performance of the Saxophone
- Arthur Leo Urbanski Spring Valley
 B.S. in Ed., Illinois State Normal University, 1950
 Education - Administration (Secondary)
 Title of Thesis: Illinois Elementary Schools' Administrative
 Changes, 1954 - 1953
- Paul Wessel, Jr. Secor
 B.S. in Ed., Illinois State Normal University, 1953
 Business Education
 Title of Thesis: Curricular Problems in Junior Colleges
- b. The students whose names appear below completed requirements for the degree of Bachelor of Science in Education at the close of the second semester, June 12, 1954. It is recommended that they be awarded the degree of Bachelor of Science in Education and be granted the diploma of Illinois State Normal University.

UNDERGRADUATE SCHOOL BACHELOR OF SCIENCE IN EDUCATION

Agriculture Education

| | |
|---|--|
| Carl Eugene Black Bloomington | John Joseph Raycraft Bloomington |
| Robert Louis Madden Sumner | Donald LaRue Reside Ashland |

Art Education

| | |
|--|--------------------------------------|
| Joe Buford Bertrand Normal | Helen Ann Schramm Aurora |
| William Patrick Kinsella Bloomington | George Keith Weiss Chicago |

Speech Education

| | |
|---------------------------------------|--|
| Donna Lee DeLong Galesburg | Diana Wilma Thornton Pontiac |
| John Eugene Hinton Normal | Arthur Eugene Workun Normal |
| JoAnn Elaine McKeon Minonk | Evelyn Baldwin Workun Normal |
| William Edward Munns Normal | |

Industrial Arts Education

| | |
|--|--|
| Russell Batty Oglesby | Henry Joseph Ort Aroma Park |
| Raymond Joseph Heintz Calumet City | Donald DeForest Rosenkrans Paw Paw |
| Edward Loftus Johnston Bloomington | Frederick William Ruhe Chicago Heights |
| Charles Theodore Munks Ottawa | Paul Marvin Siron Lexington |

Music Education

| | |
|--|---|
| Lora Gharst Brown Edgewood | Edward John Hinderland Normal |
| Wayne Marquis Enfield Pontiac | Margilee Israel Armington |
| Roger Floyd Jacobson Sheridan | Audrey Joy McCombs Galesburg |
| Dorothy Jean James Bartonville | Louise Frances Schultz Chicago |
| Frank William Lampi Carlock | Constance Arlene Stocker East Alton |
| Mildred Irene Lentz Elmwood Park | Gerald LeRoy Wagner Normal |
| | James Lyle Ziegler Elgin |

PROCEEDINGS

Special Education

| | | | |
|------------------------------------|---------------------|------------------------------------|-----------------|
| James Joseph Bergagna | Spring Valley | Stanley Robert Libberton | Mt. Carroll |
| Phyllis Elaine Bramhall | East Alton | Olive Jean Metz | Kewanee |
| Richard Wayne Carr | Berwyn | Jacqueline Jane Moody | Chapin |
| Elsie Neva Drazil | Monee | Margaret Ann Murray | Bloomington |
| George Warren Eidson | Colfax | Jim Ann Smith Oliver | Gerty, Oklahoma |
| Marigenne Ryburn | Elliott, East Alton | Bonnie Marie Rapp | Morton |
| Laura Virginia Garihee | Normal | Rosemary Roeder | Normal |
| Betty Marlene Garrison | Rock Island | Ilandas Gladys Sanders | Chicago |
| Francis Howard Gerrity | Kankakee | Charlotte Marie Sawyer | Alton |
| Richard Fredrick Gusloff | Freeport | Adeline Margaret Teske | Evanston |
| Betty Louise Gustafson | Knoxville | Eleanor Louise Webb | Bushnell |
| Sarah Ann Hall | Decatur | William Robert Whiteside | East Alton |

Home Economics Education

| | | | |
|---------------------------------------|-----------------------|-------------------------------------|---------------|
| Dorothy Lorraine Antey | Willow Hill | Virginia Elizabeth Jarvis | Williamsfield |
| Mary Ann Christiansen Block | Neponset | Norma Jean Kramer | Mason City |
| Alice Jane Casebeer | Bloomington | Charlotte Anne Laing | Chicago |
| Jayne Cary Clark | Lowpoint | Lois Violet Lamont | LeRoy |
| Ruth Virginia Cooper | Heyworth | Kathleen Anne Lyons | Odell |
| Ruth Evelyn Derry | Henry | Patricia Lee Martin | Aurora |
| Marilyn Ann Doubet | Hanna City | Lorraine Ann Pajak | Harvey |
| Bonita Joan Fitzpatrick | Campus | Marjorie Ann Reinhart | Colfax |
| Doris Dean Frampton | Pekin | Lois Mary Robbins | Dixon |
| Lois Elinor Geiken | Burlington, Wisconsin | Lois Darlene Sandleben | Lincoln |
| Josephine Julienne Gould | Bloomington | Evelyn Mae Schneider | Hudson |
| Linda Ann Gray | Pekin | Sonia Shirley | Havana |
| Erma Lucille Hesterberg | Litchfield | Ruth Delmarie Smith | Saybrook |
| Marcelia Lucille Jarvis | Williamsfield | Eldora Mae Runge Winter | McLean |

Business Education

| | | | |
|------------------------------------|---------------|--|---------------|
| Joel David Bloomquist | Bloomington | Luella Ann Robinson | Chicago |
| Robert Philip Brenneman | Minier | Carl Franklin Hamilton | Green Valley |
| Bebe Carol Bukant | Divernon | Leonard Lansing Hodgman | Dwight |
| Gerald Allen Curl | Paris | Gene Louis Hoffman | Belvidere |
| Robert Hawes Deuterman | Atlanta | Richard Carl Kline | Bloomington |
| William Eugene Dickson | Lovington | Eileen Ann Kunza | Urbana |
| Charles William Dominic | Streator | Mary Laverne Lange | Waukegan |
| Raymond Louis Erdman | Chicago | Bernadine Hoover Limper | Normal |
| Neoma Simpson Eyer | Palmyra | D. Patricia Donahue McDonald | Cullom |
| Constance Joan Finegan | Onarga | Marilyn Rose Meyer | San Jose |
| Stanley Griffin | Manville | Genevieve Mae Miller | Danville |
| Mary Ella Hager | Morton | Raymond Fredrick Sawusch | Chicago |
| Leonard Bruce Mohr | Clinton, Iowa | Ruby Arlene Tripp | Milledgeville |
| Dorothy Behrends Mullins | Hartsburg | Janet Householder Woodall | Fairbury |
| Anne Frances Perne | Chicago | | |

Health and Physical Education

| | | | |
|----------------------------------|-----------------------|-------------------------------------|-------------|
| Lydia Ann Almquist | Savanna | John Gregory McCoy | Springfield |
| Kenneth Gordon Arneson | Morris | Paul Allen McGarvey | Alton |
| Donna Louise Barron | Ottawa | Carol Zilles Myers | Highland |
| James Ronald Beales | Chicago | Leola Pearl Offner | Zion |
| John Bernard Benedetto | Chicago | Kathryn Louise Pierce | Joliet |
| William James Best | Normal | Maryann Carol Quigley | Symerton |
| Doris Helen Carlson | Des Plaines | Herbert Dean Raab | Pekin |
| John Egnar Carlson | Chicago | Norma Mae Raab | Carlinville |
| Richard Allen Cheney | Danville | Donald Francis Richard | Kankakee |
| Marilyn Jean Conley | Harvard | Wayne Edward Sandman | Barrington |
| Joseph Anton Doglio | Tovey | William Roger Sarver | Chenoa |
| Marjorie Ann Drysdale | Waukegan | Twila Irene Shively | Chicago |
| Joyce Ann Elson | Chenoa | Rosemary Virginia Simpson | Rochester |
| Robert John Eudeikis | Arlington, California | Edward Irvan Stock | Chicago |
| Dorothy Drozd Forney | Chicago | Joy Marlene Surgeon | Hardin |

TEACHERS COLLEGE BOARD

Health and Physical Education (Continued)

| | | | |
|---------------------------------|-------------|-----------------------------------|------------|
| Jane Ellen Gierhart | Shelbyville | Marilyn Chloe Sveinsson | Elmhurst |
| Lois Elsa Hanschmann | Chicago | William Francis Tullar | LaSalle |
| Patricia Ann Lemanski | Freeport | Joyce Tolliver Ward | Broadlands |
| Sylvia Joan Lemanski | LaSalle | Romaine Arlene Zehr | Normal |
| Rose Marie Marler | Tuscola | | |

Secondary Education

| | | | |
|---------------------------------------|-------------------|-------------------------------------|-----------------|
| Joyce Jeanette Albrecht | Springfield | Barbara Jean Jacobs | Pontiac |
| Robert Gordon Anderson | Spring Valley | Kenneth John Jessen | Oglesby |
| Allen Jay Black, Jr. | Springfield | Carol Lee Kelson | Momence |
| Marvin William Block | Chicago | Michael Gene Kimmel | Winchester |
| Hermann William Boeckmann | Greenview | William Richard Kyger | Bloomington |
| George Gayler Boettcher | Danville | Harold Malcolm Lathrop | Onarga |
| Helen Louise Bourgeois | St. Anne | James Erickson Love | Joliet |
| Bernard Lee Brock | Arlington Heights | Richard Lawrence Meile | Freeport |
| Robert Edwin Carter | Williamsville | Herbert Duane Merville | Zion |
| Richard James Cima | Kincaid | Richard Arthur Miller | Riverside |
| William Paul Cote | Momence | Barbara Marie Molitoris | Thayer |
| Robert Brooks Deaton | Joliet | Mary Anne Morris | Middletown |
| John Robert Edwards | East Peoria | Donald Forbes Mortvedt | Brookfield |
| Anthea Exdell | Brookfield | Norma Canham Munns | Normal |
| John Thomas Finnell | Chenoa | Carl Roland Nickens | Alton |
| Joseph Lee Frink | South Pekin | Donald Roger Pacey | Washburn |
| Richard Alfred Garber | Jerseyville | Russell Warner Pearce | Kankakee |
| Glenn William Gasaway | Mt. Pulaski | Frank Louis Pedrotti | Livingston |
| George Gregg | Bloomington | Frank Edward Purdy | Normal |
| Imogene Lindberg Hany | Rockford | Elizabeth Jeanne Rave | Mendota |
| Mary Louise Hauser | Litchfield | Wilma Schultz Richard | Kankakee |
| Raymond Karl Horky | Carlinville | Russell Howard Riley | Brookfield |
| Donald Frank Hunt | Normal | Glenn Kenneth Rittmueller | Elmhurst |
| Marilyn Peppard Rittmueller | Elmhurst | William Charles Spengler | Pawnee |
| Richard James Ryszewski | Braidwood | Janet Anne Strzyz | Chicago |
| Howard Chester Saar | Bloomington | Geraldine Thigpen | East St. Louis |
| Irvin William Seelye | North Pekin | Edward Donald Triner | North Riverside |
| Juanita Elaine Sherwood | Lewistown | Arthur James Ward | Lincoln |
| James Howard Sloneker | Normal | Paul Wilbert Yonke | Clinton |
| Karl Sigmund Smith | Orland Park | | |

Elementary Education

| | | | |
|-----------------------------------|-------------------------|--------------------------------------|--------------|
| Joyce Carlson Archer | Batavia | Joyce Mae Lawson | Chicago |
| Bertha Bennett Ashbrook | Normal | Joan Allen Legge | Danvers |
| Rosemarie Sophie Baier | Cissna Park | Eloise Darling Long | Chicago |
| Richard Lee Benson | Sheffield | Rhea Ann Lutz | Gardner |
| Michael Patrick Bibby | Normal | Joyce Lorraine Mains | Paxton |
| Iris Lea Bielefeld | Champaign | Mary Jean Maloney | Bloomington |
| Barbara Jane Bonde | Round Lake | Kathleen Manos | Argo |
| Nancy Faye Boulting | Chicago | Patricia Ann McCormick | Philo |
| Ruby Fitzpatrick Brown | Gibson City | Nancy Jean Meyerhoff | Joliet |
| Lucia Jean Calcaterra | Kincaid | Vida Jean Mikolic | Joliet |
| Nancie Beth Carnahan | Downers Grove | Lloyd Albert Moma | Blue Island |
| Leona Daisy Cave | Tonica | Edna Bertha Moser | Goodwine |
| Wanda Amalia Collins | Pleasant Plains | Lucille Gullett Natterstad | Roberts |
| Ada Shanklin Connelly | Mt. Pulaski | Lola Mae Nelson | Normal |
| John Eugene Craig | Clinton | Mary Louise Nickoley | Hinsdale |
| Mary Ellen Cultra | Ashton | Jeannette Ellen Oettel | Staunton |
| Peggy Anne Davison | Knoxville | Barbara Ailene Rich | Normal |
| Tamar Esther Day | Clinton | Irmajean Scharp | Danforth |
| Leta Evans Dery | Cleveland Heights, Ohio | Kathryn Pfister Schroeder | Bloomington |
| Clara Orlandi Doglio | Kincaid | Karen Rose Shoven | Aroma Park |
| Alice Jurene Duvall | Minooka | Goldie Durbin Sidwell | Beecher City |
| Lloyd Dale Eden | East Alton | Elizabeth Frey Smith | Normal |

PROCEEDINGS

Elementary Education (Continued)

| | | | |
|------------------------------------|---------------|-----------------------------------|----------------|
| Frank Earl Garner | Rankin | Mary Scott Stowe | Glenview |
| Richard Lee Gifford | Mt. Carroll | Doris Tharp | East St. Louis |
| Rebecca Ann Glassman | Round Lake | Delores Arlene Thrasher | Cantrall |
| Jo Ann Bauer Hartman | Normal | Henry Frank Tobler, Jr. | Peru |
| Carol Ann Hunsinger | Staunton | Marilyn Joyce Tucker | Prairie City |
| Maureen Kane Huntress | Normal | Marilyn Wagner | Prairie City |
| Pauline Johnson | Chandlerville | Joan Rae Ward | Illioopolis |
| Marjorie June Kessler | Pekin | Willa Oetter Ward | Peotone |
| Lois Ann Krabec | Maywood | Evelyn LaVaughn Weaver | Paxton |
| Ann Patricia Kraft | Normal | Kenneth Edward White | Clifton |
| Beverly Jean Larson | Marseilles | William Armand White | East Peoria |
| Lois Lorraine Lauterbach | Milford | Paula Marie Zalewski | Madison |

Summary of Undergraduate Division Groups

| | | | |
|-------------------------------------|--------------------------------------|------------------------------------|----|
| Art Education | 4 | Home Economics Education | 28 |
| Agriculture Education | 4 | Business Education | 29 |
| Speech Education | 7 | Health and P. E. | 39 |
| Industrial Arts Education | 8 | Secondary Education | 59 |
| Music Education | 13 | Elementary Education | 68 |
| Speci Special Education | 24 | | |
| | Total June Bachelors Graduates . . . | 283 | |
| | Total June Masters Graduates | 16 | |
| | | | |
| | Total June Graduates | 299 | |

II. FACULTY

1. Resignations

- a. Mr. William F. Anderson, as Director of Alumni Relations, effective July 15, 1954, in order to go into another type of work.

2. Changes in the 1954 Summer Session

- a. Mr. Buford Bass was included in the June 14, 1954 Board Report for employment during the month of June for two weeks. Since this should have been for four weeks, it is suggested that he be placed on the August payroll for two weeks for a total of \$200.00.
- b. Mr. Harold E. Frye was included in the April 19, 1954 Board Report for employment during the month of June for two weeks. Since this should have been for three weeks, it is suggested that he be placed on the August payroll for one week for a total of \$142.50.
- c. Mr. Earl Senninger, a graduate student, to be employed for two weeks at the rate of \$50.00 per week (a total of \$100.00) to direct Dunn Hall during the absence of Mr. Walter Freauff from July 25 to August 7 for the Military Reserve Encampment.

3. Change in Assignment

- a. Mr. Francis Wade, Assistant Professor of Education and a member of the faculty since 1947, to serve as Acting Director of Alumni Relations on a one-year appointment at

TEACHERS COLLEGE BOARD

the same salary (\$4950.00 for nine months) as indicated in the May 1954 Board Report, to take the place of Mr. William F. Anderson, resigned.

4. New Appointments (Replacements)

- a. The following students are recommended for approval as faculty assistants to carry out the program and serve in places used in past years at a salary rate of \$100.00 per month or \$900.00 for the 1954-1955 school year, unless otherwise indicated.
 - (1) Margaret J. Bartman, Home Economics
 - (2) Richard L. Benson, University High School
 - (3) Ivan R. Calhoon (1st semester only) Social Science
 - (4) William P. Cote, Biological Science
 - (5) Joseph L. Frink, Geography
 - (6) Richard F. Gusloff, Special Education
 - (7) Theresa J. Landry, Health and Physical Education for Women
 - (8) Frank P. Marchetti, Physical Science
 - (9) Ray O. Oglesby, Industrial Arts
 - (10) Albert T. Pizzamiglio, Music
 - (11) Stanley G. Rives, Speech
 - (12) Byron P. Shurtleff, Art
- b. Mr. Joseph Freeze, as Instructor in Industrial Arts in the field of printing, to take the place of Mr. Roger D. Blomgren, who has been granted a leave of absence. Mr. Freeze will do mostly production work in the University Press, but will assist in the teaching of driver training. His appointment is for one year only at a salary rate of \$440.00 per month, or a total of \$3960.00 for the nine months, beginning September 1954. Mr. Freeze has bachelor's and master's degrees from Illinois State Normal University and has been teacher of printing at the Illinois Soldiers and Sailors Childrens School since 1949.
- c. Miss Ruby V. Martz as Instructor in Library Science and Assistant Librarian, to replace Miss Loretta Kreuz, who has been granted a leave of absence. This appointment is for one year only at a salary rate of \$480.00 per month, or a total of \$4320.00 for nine months, beginning September 1954. Miss Martz has a bachelor's degree from the University of Oklahoma and Bachelor of Science in Library Science and Master of Science in Library Science degrees from the University of Illinois. She has been librarian in a number of public schools in Oklahoma and Texas and has been employed at the University of Illinois library since 1948.
- d. Dr. E. Ione Rhymer, as Associate Professor of Biological Science, to replace Dr. Bertha Royce, who has retired. The salary rate is \$560.00 per month, or a total of \$5040.00 for nine months, beginning September 1954. Dr. Rhymer has a B. Ed. degree from Illinois State Normal University and M.S. and Ph.D. degrees from the University of Illinois. She has taught biological sciences at the University of North Carolina,

PROCEEDINGS

the University of South Dakota, the University of Illinois, and Kansas State College.

- e. Mrs. Christine Stombaugh, as Instructor in Home Economics, in the Special Education Building, to replace Miss Alma Bremer, who has been granted a leave of absence. The appointment is for one year only at a salary rate of \$440.00 per month, or a total of \$3960.00 for the nine months, beginning September 1954. Mrs. Stombaugh has a bachelor's degree from Stout Institute and a master's degree from Teachers College, Columbia University. She has substituted extensively in our schools during the last twenty years and is replacing Miss Bremer during the current summer session.
- f. Mrs. Helen Keeley, as a Faculty Assistant in charge of the library in the Special Education Building, to replace Miss Augusta Gienapp, who has been granted a leave of absence. Her salary rate will be \$350.00 per month, or a total of \$3150.00 for the nine months, effective September, 1954. Mrs. Keeley has a bachelor's degree from Nebraska Wesleyan University and additional graduate work at the University of Southern California. She has taught for fourteen years in senior high schools in Kansas and Nebraska, including five years as high school librarian. During three of the five years she also served as supervisor of libraries in three elementary schools of Kearney, Nebraska. Mrs. Keeley is filling the vacancy during the present summer session.
- g. Mrs. Barbara Corn Ort, as Faculty Assistant in Education to teach the deaf and hard of hearing in place of Miss Dorothy McEvoy, who has been granted a leave of absence. This is a one-year appointment at a salary rate of \$375.00 per month, or a total of \$3375.00 for nine months. Mrs. Ort has a bachelor's degree from Illinois State Normal University and has completed part of the requirements for the master's degree. She has taught the deaf and hard of hearing for three years in the Pekin, Illinois, public schools. Her qualifications far exceed those of any other available person. She completed more than minimum requirements for the bachelor's degree.
- h. Mrs. Elizabeth F. Smith, as Faculty Assistant in Education to teach the Cardinal Court Kindergarten in place of Mrs. Ruth Perry who resigned. The salary rate is \$395.00 per month or a total of \$3555.00 for the nine months, beginning September 1954. Mrs. Smith has a bachelor's degree from Illinois State Normal University and has taught in the elementary schools of Gridley, Big Rock, and Normal.
- i. Mr. Robert K. Pomrenke, as Instructor and Supervising Teacher in Health and Physical Education at the Illinois Soldiers and Sailors Childrens School, to take the place of Mr. Leslie Park who resigned. This appointment is effective September 1954 and the salary is at the rate of \$400.00 per month, or a total of \$4800.00 on a twelve months basis. The salary for this position is paid by the Department of Public Welfare and this information is given as a matter of record for the Teachers College Board.

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III. OTHER EMPLOYEES

1. Resignations

- a. Miss Joan R. Coen, Clerk-Stenographer II in the Testing Service office, effective June 18, 1954, in order to be married.
- b. Mrs. Mary C. Devine, Library Clerk II, effective June 18, 1954, due to moving out of the community.
- c. Miss Edna Ezell, Clerk Typist I in the Business Office, effective August 20, 1954, in order to accept a teaching position.
- d. Mrs. Shirley Gifford, Clerk Stenographer I in the Special Education office, effective June 11, 1954, due to moving from the community.
- e. Mrs. Andrea Hanson, Clerk-Typist I in the Office of the Dean of the University, effective July 2, 1954, due to moving from the community.
- f. Mrs. Nancy Hoselton, Clerk-Typist I in the Admissions Office, effective July 9, 1954. Mrs. Hoselton was on temporary appointment.
- g. Mrs. Betty S. Kennedy, Clerk-Stenographer I in the Office of the Dean of Men, effective August 13, 1954, due to moving from the community.
- h. Mrs. Ethel L. Owens, Residence Hall Director, effective June 14, 1954, due to having reached retirement age.
- i. Miss Emma F. Soeldner, Clerk-Typist III in the office of the Department of Health and Physical Education for Women, effective April 8, 1954, due to the illness of her mother.
- j. Miss Gloria J. Zehr, Clerk-Typist I in the Admissions Office, effective May 28, 1954, in order to be married.

2. Leaves of Absence

- a. Mrs. Fern G. Manual, Janitress, effective April 1, 1954, due to illness.
- b. Mrs. Ethel Wilmoth, Kitchen Helper, effective May 17, 1954, due to the return of Mrs. Dorothy Gee.

3. Retirement

- a. Mrs. Melissa Francis, Laundress, effective July 1, 1954. (Disability retirement.)
- b. Mrs. Frances Grimes, Cook, effective December 21, 1953. (Disability retirement.)
- c. Mr. Henry Miller, Janitor, effective August 31, 1954.
- d. Mr. Carl Palmblade, Carpenter, effective December 31, 1953. (Disability retirement.)

PROCEEDINGS

- e. Mrs. Elizabeth Wardell, Cook, effective August 31, 1954.
- 4. Return from Disability Leave
 - a. Mrs. Dorothy A. Gee, Cook I on Bond Revenue payroll, effective May 1, 1954.
- 5. Changes in Status or Salary
 - a. Mrs. Rena P. Campbell, to be changed from Clerk-Typist I in the office of the Department of Health and Physical Education for Men at a salary of \$170.00 per month, to Clerk-Stenographer II in the same office at a salary of \$180.00 per month, effective May 1, 1954.
 - b. Mr. Milton J. Kadlec, Clerk II in the Mailing Room, to be changed from a three-fourths time assignment and salary to a full-time assignment and full-time salary of \$180.00 per month, effective June 21, 1954.
 - c. Mrs. Charlotte Upton, to be changed from Clerk-Typist II in the Audio-Visual Education Office at a salary of \$200.00 per month, to Audio-Visual Aids Technician I in the same office and at the same salary, effective May 4, 1954.
 - d. Mrs. Joanne Wrice, to be changed from Clerk-Stenographer I in the Business Office at a salary of \$225.00 per month, to Clerk-Stenographer II in the same office and at the same salary, effective May 15, 1954.
- 6. New Appointments (Replacements)
 - a. Mrs. Georgia L. Butts, as Library Clerk II, effective June 21, 1954, at a salary rate of \$175.00 per month, to take the place of Mrs. Mary C. Devine, resigned.
 - b. Mrs. Carolyn R. Cushing, as Clerk-Stenographer II in the Testing Service, effective June 21, 1954, at a salary rate of \$180.00 per month, to take the place of Miss Joan R. Coen, resigned.
 - c. Mrs. Jean F. Devlin, as Clerk-Typist III in the office of the Department of Health and Physical Education for Women, effective May 10, 1954, at a salary rate of \$220.00 per month, to take the place of Miss Emma Soeldner, resigned.
 - d. Miss Lois L. Hargis, as Clerk-Typist I in the Office of the Dean of the University, effective June 21, 1954, at a salary rate of \$200.00 per month, to take the place of Mrs. Andrea Hanson, resigned.
 - e. Mrs. Grace A. Henninger, as Janitress, effective May 19, 1954, at a salary rate of \$150.00 per month, to take the place of Mrs. Fern G. Manuel, on leave.
 - f. Mrs. Nancy Hoselton, as Clerk-Typist I in the Admissions Office, effective June 1, 1954, at a salary rate of \$170.00 per month, to take the place of Miss Gloria J. Zehr, resigned. This is a temporary appointment.

TEACHERS COLLEGE BOARD

- g. Miss Sherrilyn A. Martin, as Clerk-Stenographer I in the Special Education office, effective June 21, 1954, at a salary rate of \$160.00 per month, to take the place of Mrs. Shirley Gifford, resigned.
 - h. Miss Marilyn E. Olson, as Clerk-Typist I in the Admissions Office, effective July 12, 1954, at a salary rate of \$170.00 per month, to take the place of Mrs. Nancy Hoselton, on temporary appointment.
7. Temporary Appointments (Work with Inventory Crew from State Property Control Division)
- a. Mr. Michael Bibby, as Clerk II, effective July 7, 1954, at a salary of \$218.00 per month.
 - b. Miss Josephine V. Johnson, as Clerk-Typist I, effective July 7, 1954, at a salary rate of \$160.00 per month.
 - c. Mr. Lawrence Pierson, as Clerk II, effective July 6, 1954, at a salary rate of \$218.00 per month.
8. Negotiated Salary Schedule Agreement

An agreement was reached on June 30, 1954, with Mr. William A. Beitz, Business Representative, International Union of Operating Engineers, Local Union No. 8, for wage rates for Stationary Fireman, Stationary Engineer, and a range for Chief Plant Operating Engineer. The wage scales in the various classifications are as follows:

| <u>Classification</u> | <u>Month</u> |
|--|---------------------|
| Chief Plant Operation Engineer | \$450.00 — \$500.00 |
| Stationary Engineer | 420.00 |
| Stationary Fireman | 365.00 |

In line with this agreement the following salary rates are recommended to become effective July 1, 1954:

| | <u>1953-54 Salary</u> | <u>1954-55 Salary</u> |
|---------------------------------------|---------------------------|---------------------------|
| <u>Chief Plant Operating Engineer</u> | | |
| Robert C. Monninger | \$420.00 | \$460.00 |
| <u>Stationary Fireman</u> | | |
| Farmer, Roy R. | 358.00 | 365.00 |
| Fenton, John J. | 358.00 | 365.00 |
| Reeder, J. E. | 358.00 | 365.00 |
| Thommen, Fred | 358.00 | 365.00 |
| Unger, William M. | 358.00 | 365.00 |
| <u>Stationary Engineer</u> | | |
| Dithen, Arthur W. | 410.00 | 420.00 |

IV. THE ORGANIZATION No report.

V. THE CURRICULUM No report.

PROCEEDINGS

VI. BUILDINGS AND GROUNDS

1. Work at Fell, Barton, and Dunn Halls

Plans and specifications for work provided for in the Resident Hall Revenue Bond Issue for Fell, Barton and Dunn Halls have not been completed to the extent that bids for construction work could be included in this report. Inasmuch as these bids will probably be received during the month of August, without a scheduled meeting of the Board, it is requested that provision for acceptance of bids and awards of contracts be authorized by the Advisory Committee of Illinois State Normal University. This will enable the work on these projects to proceed before the opening of school this fall.

VII. AUXILIARY ENTERPRISES No report.

VIII. STUDENT LIFE No report.

IX. MISCELLANEOUS

1. Purchases

a. Pianos

The following bids were received for the purchase of six A.A. Studio Upright pianos for use in classrooms and in the Music Department. Cable or Hamilton specified. Funds for purchase of these pianos are available in the Departmental Appropriation for Equipment, General Revenue.

| | | |
|--|--------------------|------------|
| Wilcox Music Center, Bloomington, Illinois | Hamilton | \$3,820.46 |
| Byerly Music Company, Peoria, Illinois | Hamilton | 3,077.20 |
| Music Service, Macomb, Illinois | Cable | 2,742.00 |
| Leon Vanderwater, Bloomington, Illinois. | Cable | 2,692.73 |
| Donald Gordon, Hamilton, Illinois | Cable | 2,434.32 |

Recommendation: The acceptance of the low bid of Donald Gordon of Hamilton, Illinois, in the amount of \$2,434.32.

b. Light Fixtures

Bids were received for the new light fixtures required for the Cook Hall remodeling project which is currently being done under the Rehabilitation and Modernization program. The fixtures are to be purchased from the General Revenue appropriation for commodities. The specifications, quantities, and bids are as follows.

| | |
|--|------------|
| 55 - 2-Lamp 8' Slimline with louvers - Sylvania C.L. 283 - 45 | |
| 2 - 2-Lamp 4' Slimline with louvers - Sylvania C.L. 243 - 45 | |
| 19 - 4-Lamp 8' Slimline with louvers - Sylvania C.L. 483 - 45 | |
| Springfield Electric Supply Company, Bloomington, Illinois | \$2,727.60 |
| Kiefer Electrical Supply, Peoria, Illinois | 2,723.18 |
| U.S. Electric Supply Company, Springfield, Illinois | 2,577.17 |

TEACHERS COLLEGE BOARD

Recommendation: The acceptance of the low bid of the U.S. Electric Supply Company of Springfield, Illinois, in the amount of \$2,577.17.

c. Auto Typist

The following quotation was obtained for a Model 20-54 Selector Auto Typist for Duplicating Service. Paxton Typewriter Company of Bloomington is the only authorized dealer of the equipment in our area. Funds for the purchase of the equipment have been approved in the Internal Budget and are payable from the appropriation for Equipment, General Revenue.

Paxton Typewriter Company \$1,095.00

Recommendation: The acceptance of the bid of the Paxton Typewriter Company in the amount of \$1,095.00.

d. Coal Hauling

Bids were requested for our annual coal services based on 5500 tons. Only one bid was received. Funds for this service are available in the appropriation for Commodities, General Revenue.

Dearth & Schneider Coal and Materials Company, Normal, Illinois. \$0.84 per ton

Recommendation: We recommend the acceptance of the bid of Dearth & Schneider in the amount of 84 cents per ton. This was the same price as our contract with this same firm last season.

X. SUMMARY

Consideration and favorable action by the Teachers College Board is requested and will be appreciated on the following recommendations:

1. Sanction of the awarding of diplomas and granting of degrees to graduates of June 12, 1954, for both bachelor's and master's degrees, as listed.
2. Acceptance of the resignation of Mr. William F. Anderson.
3. Changes in the 1954 Summer Session involving Mr. Buford Bass, Mr. Harold E. Frye, and Mr. Earl Senninger.
4. Change in assignment of Mr. Francis Wade for the 1954-1955 school year.
5. Appointment of following faculty assistants for the 1954-1955 school year: Margaret J. Bartman, Richard L. Benson, Ivan R. Calhoon, William P. Cote, Joseph L. Frink, Richard F. Gusloff, Theresa J. Landry, Frank P. Marchetti, Ray O. Oglesby, Alvert T. Pizzamiglio, Stanley G. Rives, Byron P. Shurtleff.

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6. Acceptance of resignations of: Miss Joan R. Coen, Mrs. Mary C. Devine, Miss Edna Ezell, Mrs. Shirley Gifford, Mrs. Andrea Hanson, Mrs. Nancy Hoselton, Mrs. Betty S. Kennedy, Mrs. Ethel Owens, Miss Emma F. Soeldner, Miss Gloria J. Zehr.
- 6a. Leaves of absence for Mrs. Fern G. Manuel and Mrs. Ethel Wilmoth.
7. Return from leave of Mrs. Dorothy Gee.
8. Changes in status or salary involving Mrs. Rena P. Campbell, Mr. Milton J. Kadlec, Mrs. Charlotte Upton, Mrs. Joanne Wrice.
9. Appointment of Mrs. Georgia L. Butts, Miss Carolyn R. Cushing, Mrs. Jean F. Devlin, Miss Lois L. Hargis, Mrs. Grace A. Henninger, Mrs. Nancy Hoselton, Miss Sherrilyn A. Martin, Miss Marilyn E. Olson.
10. Temporary appointment of Mr. Michael Bibby, Miss Josephine V. Johnson, Mr. Lawrence Pierson.
11. Changes in salary under Negotiated Salary Schedule Agreement for Mr. Robert C. Monninger, Mr. Roy R. Farmer, Mr. John J. Fenton, Mr. J. E. Reeder, Mr. Fred Thommen, Mr. William M. Unger, Mr. Arthur W. Dithen.
12. Authorization for acceptance of bids and awards on Fell, Barton, and Dunn Halls by Advisory Committee.
13. Acceptance of recommendation on purchase of six pianos.
14. Acceptance of recommendation on purchase of light fixtures.
15. Acceptance of recommendation on purchase of auto typist.
16. Acceptance of recommendation on bid for coal hauling.

Respectfully submitted,

Arthur H. Larsen

REPORT OF THE WESTERN ILLINOIS STATE COLLEGE MACOMB, ILLINOIS July 18-19, 1954

The following report is submitted for the Western Illinois State College:

TEACHERS COLLEGE BOARD

1. STUDENTS

A. Enrollment, First Summer Term, 1954

| | <u>Men & Boys</u> | <u>Women & Girls</u> | <u>Total</u> | <u>Total One Year Ago</u> |
|-----------------------|-------------------------------|----------------------------------|--------------|-----------------------------------|
| 1. College | | | | |
| Regular Students | | | | |
| Graduates | 139 | 109 | 248 | 230 |
| Seniors | 79 | 153 | 232 | 195 |
| Juniors | 54 | 143 | 197 | 183 |
| Sophomores | 48 | 39 | 87 | 77 |
| Freshmen | 40 | 29 | 69 | 33 |
| Unclassified | <u>1</u> | <u>14</u> | <u>15</u> | |
| | 361 | 487 | 848 | 718 |
| Workshops | | | | |
| Rushville | 1 | 7 | 8 | |
| Canton | 1 | 10 | 11 | |
| | <u>2</u> | <u>17</u> | <u>19</u> | <u>55</u> |
| Sub-total | 363 | 504 | 867 | 773 |
| 2. Elementary Schools | | | | |
| Western Lab. School | 146 | 215 | 361 | 298 |
| Rural Workshop | <u>23</u> | <u>11</u> | <u>34</u> | <u>31</u> |
| | 169 | 226 | 395 | 329 |
| Grand Total | 532 | 730 | 1262 | 1102 |

We wish to call to the attention of the members of the Teachers College Board the fact that, contrary to predictions in recent years, our enrollment shows an increase of 12.1 per cent, or 94 college students, over the enrollment for the First Summer Term 1953.

B. Teachers College Scholarship List

1. I certify to the Teachers College Board that the 505 persons with the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher dated June 23, 1954, to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the Spring Quarter 1954 under the provisions of Section 30-1 of "The School Code".

C. Military Scholarship List

1. I certify to the Teachers College Board that the 30 persons of the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher dated June 11, 1954, to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the Spring Quarter 1954 under the provisions of Section 30-5 of "The School Code".

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II. FACULTY

A. Resignation

1. Mr. James Schinneller, Assistant Professor of Art in the Laboratory School, submitted his resignation on May 27, 1954 in order to accept a position at the University of Wisconsin at a higher salary than offered him at Western for next year. Mr. Schinneller has been on leave of absence without salary since June 15, 1952.

B. Summer School Changes

1. Mr. Joseph J. Stipanowich, Assistant Professor of Mathematics, who was scheduled to teach both summer terms, requested a leave of absence without salary for the summer in order to work on his thesis for the doctorate.
2. Dr. Harriet Stull, Associate Professor of Social Science, requested a leave of absence without salary for the First Summer Term in order to recuperate from recent surgery.
3. Dr. Daniel W. Snader, Professor of Mathematics at the University of Illinois, was employed to replace Mr. Stipanowich for the First and Second Summer Terms. He is being paid the same salary scheduled for Mr. Stipanowich which is \$550 for June and \$570 per month for July and August.
4. Mr. William Hughes was employed as Instructor in the Department of Social Science, to teach one class originally scheduled for Dr. Stull. (Her second class was dropped.) Mr. Hughes holds the B.S. and M.S. degrees from Western and has completed two years' work toward the doctorate at Texas State College. His salary is \$200 per month, or \$300 for the term.
5. Mr. A. Oren Gould will be employed the Second Summer Term as Assistant Professor in the Department of Music at his regular salary of \$570 per month. It had been expected to use only one teacher in the Music Department this term, but preregistration for the term indicates that the services of an additional teacher will be required.
6. The classes scheduled for Dr. Arthur G. Tillman, Professor in the Department of Geography, for the First Summer Term did not fill and, therefore, in accordance with his contract Dr. Tillman was dropped from the pay roll for this period. This resulted in a savings of \$1,005 in our personal services funds.

C. Appointments (positions approved in previous Teachers College Board reports and the internal budget)

1. Dr. John P. Runden has been employed as Associate Professor in the Department of English, effective September 1, 1954, at a salary of \$520 per month. Dr. Runden's degrees are: B.S., A.M., Northwestern University; Ph.D.,

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- Indiana University. His teaching experience has been at Shields High School, Seymour, Indiana; Indiana University; Franklin College; Purdue University Center, Columbus, Indiana; University of Kentucky. He will replace Mr. Lavon Rasco.
2. Mr. Charles D. Spears will be employed as Instructor in the Department of Business Education for the 1954-55 academic year to replace Mr. George Potter who will be on sabbatical leave. Mr. Spears received the B.S. and M.S. degrees from the Northeast Missouri State Teachers College. He has taught at high schools in Sturgeon and Savannah, Missouri, and also at the Missouri State Teachers College. His salary will be \$420 per month.
 3. Dr. John F. Castle will be employed as Associate Professor in the Department of English (new position approved 4/19/54) at a salary of \$600 per month. His degrees, are: A.B., University of Illinois; A.M., Northwestern University; Ph.D., University of Wisconsin. He has had high school teaching experience in Erie, Rock Falls, Forrest, and Blue Island, Illinois, and he is coming to Western from Morningside College where he served as head of the Department of English and chairman of the Humanities Division.
 4. Dr. Carl H. Cummings will be employed as Associate Professor in the Department of Business Education, effective September 1, 1954 replacing Dr. R. L. Thistlethwaite, resigned. Dr. Cummings received the Bachelor of Business Administration degree from Southern Methodist University and the A.M. and Ed.D. degrees from Northwestern University. He has had teaching experience at Dallas College of Southern Methodist University, University of Texas, Northwestern University, and University of Southern California. Dr. Cummings' salary will be \$620 per month.
 5. Mrs. Vivian Myers will be employed as Instructor in Home Economics at \$400 per month for the 1954-55 academic year. This is a temporary appointment for one year to fill the new position in Home Economics (approved 4/19/54) as it has been impossible to find a person qualified for permanent appointment to this position. Mrs. Myers has the B.S. degree from Ohio State University and the M.S. from Western Illinois State College. She has had high school teaching experience and has done substitute teaching at Western for two years.
 6. Mr. Don L. Crawford will be employed as Faculty Assistant in the Public Relations Office effective September 1, 1954 at \$150 per month. Mr. Crawford will receive his B.S. degree from Western in August 1954 and will be enrolled as a graduate student in 1954-55.
 7. Mr. William S. Hanks will be employed as Instructor in the Department of Industrial Arts effective September 1, 1954 at \$420 per month. Mr. Hanks received the B.S. and A.M. degrees from Ball State Teachers College, Indiana. He has had three years' teaching experience in the public schools of New Castle, Indiana,

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and also has had some experience in industry. He will fill the new position approved by the Board on April 19, 1954.

8. Mr. William W. Ryding will be employed as Instructor in the Department of English beginning September 1, 1954 as an Instructor at \$440 per month. Mr. Ryding holds the A.B. degree from Wabash College and the A.M. from the University of Michigan. He attended the University of Lyon in France one year on a Fulbright Scholarship and has completed residence and language requirements at Columbia University for the Ph.D. degree. This is a one-year appointment to replace Mr. Harold Spicer who has been granted sabbatical leave.
9. Mr. Frank J. Harnish will be employed as Assistant Professor in the Laboratory School to teach speech and dramatics replacing Richard Keeley. His salary will be \$450 per month. Mr. Harnish received the A.B. degree from Nebraska State Teachers College (Wayne) and the A.M. from the University of South Dakota. He has completed fifty-five semester hours toward the doctorate at the University of South Dakota and the University of Minnesota. He has had teaching experience at Eagle Grove (Iowa) Junior College, University of South Dakota, public schools of Sheldon, Iowa, and Ellsworth College.

D. New Position

1. Western has been asked to handle all publicity for the I.I.A.C. for 1954-55 as the annual conference meeting will be held at Western in May 1955. For this position we would appreciate permission to employ Mr. Harry Bangsberg for full-time work in the Office of Public Relations at \$440 per month, or \$3,960 for nine months. Mr. Bangsberg received the A.B. degree from Luther College and the A.M. from the State University of Iowa. During the past year he was employed as a substitute teacher in the Social Science Department. He has had newspaper experience, having served on the staffs of the LaCrosse Tribune and the Iowa City Press-Citizen.

E. Change in Status

1. Miss E. Ardelia Brennen, who was approved by the Board for employment as Associate Professor in the Laboratory School (Physical Education) at \$520 per month with the provision that she would receive the Ed.D. degree in August 1954, has notified us that she will be unable to complete the requirements for the degree for another year. Therefore, her salary will be reduced to \$490 per month for 1954-55, and her rank will be Assistant Professor.

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III. OTHER SCHOOL EMPLOYEES

A. Resignation

1. Mrs. Mona Yard Crovetti, temporary Clerk-Typist, W-CS-45, resigned effective June 3, 1954.

B. Leaves of Absence

1. Mrs. Alice C. Burnham, Clerk-Typist, W-CS-74, submitted a request for a leave of absence without salary for one year beginning July 1, 1954.
2. Mrs. Peggy J. Foster, Clerk Stenographer I, W-CS-47, requests a leave of absence without salary from July 16, 1954 to July 15, 1955.

C. Appointments and Replacements

1. Howard Red Logan was employed effective June 1, 1954 as temporary Groundsman for the months of June, July and August. His salary is \$200 per month.
2. Mrs. Sharon Yard was employed as temporary Clerk-Typist I, W-CS-45, effective June 8, 1954 at \$150 per month to replace Mrs. Crovetti in the Duplicating Service Office.
3. Miss Mary Louise Payne was employed as temporary Clerk-Stenographer I, W-CS-47, effective June 16, 1954 at \$170 per month to replace Mrs. Foster in the Office of the Laboratory School Principal.
4. Miss Marlene Wilson was employed as temporary Clerk-Typist I, W-CS-74, at \$160 per month for the period June 28, to August 31, 1954. She replaces Mrs. Burnham in the Audio-Visual Education Department.
5. Mr. Steve Roberts was employed as a temporary Janitor effective July 8, 1954 at \$120 per month. He will substitute for janitors on vacation.

D. Lay-Off

1. Mary Ferne Vradenberg, Kitchen Helper, W-CS-11, was laid off effective June 11, 1954 as her services are not needed in the cafeteria where only two meals per day are being served this summer.

E. Adjustments in Salaries

1. The hourly rate of Thomas V. Larson, Plumber, W-CS-33, was increased from \$2.375 to \$2.90 per hour effective April 1, 1954 to comply with the prevailing rate in this area.
2. The hourly rate of Rolland Parkins, Painter, W-CS-62, was increased effective July 1, 1954 from \$1.75 to \$2.25 to comply with the prevailing rate in this area. His monthly salary is \$350 per month.

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3. On June 30, 1954 at a meeting of the business representative of the International Union of Operating Engineers, the business managers of the four teachers colleges, Dr. Browne, and a representative of the University Civil Service System, the following rates were agreed upon for the Chief Plant Operating Engineer, the Stationary Engineers, and the Stationary Firemen at Western for the year beginning July 1, 1954:

| <u>Name</u> | <u>W-CS No.</u> | <u>Pay Roll Title</u> | <u>Salary 1953-54</u> | <u>Salary 1954-55</u> |
|----------------------|---------------------|------------------------|---------------------------|---------------------------|
| Monninger, Carl | 40 | Chief Plant Opr. Engr. | \$5,724.00 | \$5,844.00 |
| Carson, Roy | 9 | Stationary Engineer | 4,920.00 | 5,040.00 |
| Locke, Ellis | 35 | Stationary Engineer | 4,920.00 | 5,040.00 |
| Inman, Clarence J. | 27 | Stationary Fireman | 4,296.00 | 4,380.00 |
| Peterson, Kenneth M. | 77 | Stationary Fireman | 4,296.00 | 4,380.00 |
| Thrasher, Robert E. | 66 | Stationary Fireman | 4,296.00 | 4,380.00 |
| Waller, Walter | 68 | Stationary Fireman | 4,296.00 | 4,380.00 |
| Wells, Glenn W. | 71 | Stationary Fireman | 4,296.00 | 4,380.00 |

IV. ORGANIZATION

No report.

V. CURRICULUM

No report.

VI. BUILDINGS AND GROUNDS

A. Science Building Fixed and Movable Equipment

1. We reported at the time of the June meeting of the Board that, due to conditions which required more time on the part of the bidding firms, we would not be able to present actual bids for the fixed furniture and equipment until the July meeting. We wish to recall for you that we pointed out at that time that we had set aside tentatively a total of \$325,000 for the furniture and the installation of same plus \$90,000 for movable scientific equipment such as microscopes, glassware, balances, specimens, measuring devices, etc., and equipment for the cafeteria such as dishes, silverware, etc.

On June 29, 1954 bids for the laboratory furniture that is to be custom built and company installed as per specifications were opened at Western with the following present: Mr. Dunbar, chairman of our local Advisory Committee; Mr. Lanphier, secretary of the Board; members of the college staff; and representatives of the bidding firms. Following is a list of the bids, and it is recommended that the contract be awarded to the Kewaunee Manufacturing Company, Adrian, Michigan, for the amount of \$283,415.00.

TEACHERS COLLEGE BOARD

| <u>Company</u> | <u>Bid</u> | <u>Specifications</u> |
|--|--------------|-----------------------|
| Kewaunee Manufacturing Co., Adrian, Michigan | \$283,415.00 | Unqualified |
| Walrus Manufacturing Co., Decatur, Illinois | 343,182.42 | Walstone Tops |
| | 351,235.71 | Reg. Grade Alberene |
| | 371,043.74 | No. 25 Alberene |
| Browne-Morse Company, Muskegon, Michigan | 350,453.00 | Steel Furniture |
| | 480,783.00 | Wood - unqualified |
| T. Reed Daly (Steelab), LaGrange, Illinois | No Bid | |
| A. S. Aloe Company, St. Louis, Missouri | No Bid | |

A set of the specifications for the foregoing, consisting of thirty pages, is being sent to each member of the Finance Committee and Western's Advisory Committee and to the Central Office.

2. We advertised for and received bids for a 3 k.w. FM radio transmitter completely installed and learned that only two companies were interested in giving bids and were probably the only two that are available in this area to furnish such equipment and properly install same. Following are the bids received:

Gates Radio Company, Quincy, Illinois

| | |
|---|-------------|
| Equipment for transmission including tower and transmitter, f.o.b., | |
| Macomb, installed | \$20,858.90 |
| Equipment for studio, f.o.b., Macomb, installed | 4,770.90 |
| Total | \$25,629.80 |

Radio Corporation of America, Chicago, Illinois

| | |
|---|-------------|
| Antenna and transmission line equipment | \$9,785.27 |
| Audio (studio) equipment. | 7,046.35 |
| Total (*) | \$16,831.62 |

*The bid of the Radio Corporation of America does not include a transmitter as they do not manufacture such equipment. If their bid were accepted, the transmitter would have to be purchased elsewhere and installed by another company.

It is recommended that the bid of the Gates Radio Company in the amount of \$25,629.80 be accepted.

3. We further request permission of the Teachers College Board to allow the Advisory Committee to act in the purchase of a ceiling-type laboratory planetarium installation which will be a piece of fixed equipment for the Science Building. An estimated price for this equipment at the present time is \$2,500 to \$5,000, but actual bids cannot be submitted until the room is completed in order to get actual measurements which will determine the size of the planetarium and the cost.

The reason for the submission of these bids and requests at this time is that it takes approximately one year for the fabrication, construction, and installation of the laboratory equipment, and the same holds true for the radio equipment. We, therefore, request the Teachers College Board to approve the purchase of the first two items and to allow us to contact the Advisory Committee with

PROCEEDINGS

power to act after competitive bids are received in the future on the planetarium.

B. Men's Dormitory

1. Bids on the plumbing for Grote Hall (part of the alterations project to be paid from the Men's Dormitory bond issue) are due in the office of the architects, Hewitt and Bastian, on July 14, 1954 and will be presented at the time of the meeting for the consideration of the Board members.

VII. AUXILIARY ENTERPRISES

No report.

VIII. STUDENT LIFE

No report.

IX. MISCELLANEOUS

- A. On the following page you will find a tabulation of the bids received for coal for the year beginning July 1, 1954.

In our specifications we stated that we would purchase the coal on the highest B.T.U. per one cent, using the formula that is used by the University of Illinois. We further stated in our specifications that we reserved the privilege of purchasing southern Illinois coal due to the fact that we have had difficulty in our bunkers in the power house in storing the local coal, and we have also found that the southern Illinois coal contains a higher B.T.U. and lower moisture and sulphur content than the local coal. This fact allows us to purchase somewhat less coal, and it is much more adaptable to our type of stokers and boilers. We feel that we have saved a considerable amount of money in repairs and maintenance on our equipment by purchasing this better grade coal.

The total dollar bid is approximately twenty cents per ton under last year's coal plus the fact we are purchasing a different coal with lower moisture and higher B.T.U. than last year. We, therefore, recommend that the Board approve the purchase of the coal from the Sterling-Midland Coal Company, Stonefort, Illinois, Will Scarlet Mine, Saline County, on their quotation of \$7.16 per ton delivered to the power house on the basis of their B.T.U. per one cent which is 37.71.

Mr. Carl Manninger, our engineer, recommends the above purchase and reports that the Republic Delta coal from southern Illinois, which we used last year, was excellent.

TEACHERS COLLEGE BOARD

| Company | Price (mine) | RR (Freight) | Hauling | Total FOB Power Hse. | Sulphur | Moisture | Ash | Mine | BTU | BTU per One Cent |
|---------------|-----------------|-----------------|------------|----------------------------|---------|------------|-----------|--------------|---------|---------------------|
| Sterling | 3.50 | 3.16 | .50 | 7.116 | 3.06 | 5.5 | 8.52 | Will Scarlet | 13,640 | 37.71 |
| Republic | 3.40 | 3.2032 | .50 | 7.1032 | 2.8 | 6.0 | 8.5 | Delta | 13,360 | 37.07 |
| Peabody | 2.70 | 3.1584 | .50 | 6.3584 | 3.0 | 10.0 | 9.5 | Bradbury | 13,000 | 34.80 |
| Old Ben | 4.15 | 3.1472 | .50 | 7.7972 | .8 | 8.2 | 7.5 | Franklin Co. | 13,500 | 33.45 |
| Bell & Zoller | 4.15 | 3.1472 | .50 | 7.7972 | 2.00 | 7.5 | 7.8 | Buckhorn | 13,300 | 32.31 |
| Freeman | 4.15 | 3.1472 | .50 | 7.7972 | 1.63 | 7.77 | 7.74 | Freeburn | 13,446 | 32.07 |
| Republic | 3.60 | 1.4784 | .50 | 5.5784 | 3.5 | 14.0 | 9.8 | Flamingo | 13,000 | 42.36 |
| Southern | 3.70 | | 1.40 | 5.110 | 3.6** | 13.8 | 9.8 | Key | 12,850* | 45.58 |
| Sterling | 3.65 | 1.48 | .50 | 5.63 | 3.05 | 15.**** | 6.6 | Victoria | 13,293 | 43.38 |
| Bruketta | 5.75 | Trucked in | | 5.75 | 3.0 | 14.56***** | 11.6***** | Bruketta | 13,000 | 39.64 |
| LaFayette | 3.2468 | 3.2032 | Not quoted | 6.45*** | 2.48 | 6.28 | 8.38 | Sunbeam | 12,584* | 36.79 |

* BTU specifications are 13,000

** Sulphur specifications are 3.5

*** Bid asked FOB Western's Power Plant

**** Moisture specifications are 14%

***** Ash specifications are 9.8

Bids are arranged according to BTU per one cent with southern Illinois coal listed first followed by "local" coal and those not meeting specifications.

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STATEMENT OF PER CAPITA COST

Report for the Year Ending June 30, 1954

Expenditures for the Year:

| | <u>Gross Expense</u> | <u>Less Deductions</u> | <u>Net Expense</u> |
|--------------------|--------------------------|----------------------------|------------------------|
| Administration | 316,661.05 | 66,242.51 | 250,418.54 |
| Instruction | 785,384.04 | 10,817.78 | 774,566.26 |
| Physical Plant | 342,509.16 | 49,554.59 | 292,954.57 |
| Library | 87,598.14 | — | 87,598.14 |
| Auxiliary | 99,587.18 | 99,587.18 | — |
| Total Expenditures | 1,631,739.57 | 226,202.06 | 1,405,537.51 |

Attendance for the Year 1953-54 on a 36-Week basis:

| | <u>Qr. Hr. Enrollment</u> | <u>Equiv. in 48 Qr. Hr. Enrollment</u> |
|------------------|---------------------------|--|
| Total Enrollment | 80,832 | 1,684 |

EXPENDITURES $1,405,537.51 \div 1,684 = 834.64$ Per Capita Cost
1953-54

Per Capita cost for the 1951-1952 year was 832.34

Per Capita cost for the 1952-1953 year was 925.95

There should possibly be some explanation as to why the per capita cost dropped for the 1953-1954 fiscal year.

(1) The enrollment was up 202 persons based on the formula used on per capita cost which was 48 quarter hours. There was a total of 80,832 quarter hours of enrollment divided by 48 equalling 1,684.

(2) Our expenditures for the 1952-1953 fiscal year were approximately \$50,000.00 more than for the 1953-1954 year in addition to the fact that the deductions for the 1952-1953 year were approximately \$283,500.00 and for this year \$226,202.06. The following items were used as deductions: major repairs, non-recurring equipment items, anything that was capitalized, University Retirement, Awards and Grants, and Auxiliary Enterprises expenditures. It should be further explained that we did not make any deductions for the Laboratory School whose enrollment and expenditures have increased the past year.

X. SUMMARY

The approval of the Teachers College Board is respectfully requested for the following recommendations:

- A. The list of Teachers College Scholarship students for the Spring Quarter 1954.
- B. The list of Military Scholarship students for the Spring Quarter 1954.
- C. The resignation of Mr. James Schinneller effective June 15, 1952.

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- D. The leave of absence without salary for the First and Second Summer Terms 1954 for Mr. Joseph J. Stipanowich.
- E. Leave of absence without salary for the First Summer Term 1954 for Dr. Harriet C. Stull.
- F. The employment of Dr. Daniel W. Snader as Assistant Professor of Mathematics for the First and Second Summer Terms 1954 at \$550 for June and \$570 per month for July and August.
- G. The employment of Mr. William Hughes as Instructor in the Department of Social Science for the First Summer Term 1954 at \$200 per month (one-half time work).
- H. The employment of Mr. A. Oren Gould as Assistant Professor in the Department of Music for the Second Summer Term 1954 at \$570 per month.
- I. Removal of Dr. Arthur G. Tillman from the pay roll for the First Summer Term 1954 due to insufficient demand for scheduled classes.
- J. The employment of Dr. John P. Runden as Associate Professor in the Department of English effective September 1, 1954 at \$520 per month.
- K. The employment of Mr. Charles Spears as Instructor in the Department of Business Education effective September 1, 1954 at \$420 per month.
- L. The employment of Dr. John F. Castle as Associate Professor in the Department of English effective September 1, 1954 at \$600 per month.
- M. The employment of Dr. Carl H. Cummings as Associate Professor in the Department of Business Education effective September 1, 1954 at \$620 per month.
- N. The employment of Mrs. Vivian Myers as Instructor in the Laboratory School (Home Economics) effective September 1, 1954 at \$400 per month.
- O. The employment of Mr. Don L. Crawford as Faculty Assistant in the Public Relations Office effective September 1, 1954 at \$150 per month.
- P. The employment of Mr. William S. Hanks as Instructor in the Department of Industrial Arts effective September 1, 1954 at \$420 per month.
- Q. The employment of Mr. William W. Ryding as Instructor in the Department of English effective September 1, 1954 at \$440 per month.
- R. The employment of Mr. Frank J. Harnish as Assistant Professor in the Laboratory School effective September 1, 1954 at \$450 per month.
- S. The employment of Mr. Harry Bangsberg as Instructor in the Office of Public Relations effective September 1, 1954 at \$440 per month.

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- T. The change in the contract for 1954-55 for Miss E. Ardelia Brennen from Associate Professor at \$520 per month to Assistant Professor at \$490 per month.
- U. The resignation of Mrs. Mona Yard Crovetti effective June 3, 1954.
- V. The leave of absence without salary for Mrs. Alice C. Burnham for one year beginning July 1, 1954.
- W. The leave of absence without salary for Mrs. Peggy J. Foster for one year beginning July 16, 1954.
- X. The employment of Mr. Howard Red Logan as temporary Groundsman for the months of June, July and August 1954 at \$200 per month.
- Y. The employment of Mrs. Sharon Yard as temporary Clerk-Typist I effective June 8, 1954 at \$150 per month.
- Z. The employment of Miss Mary Louise Payne as temporary Clerk-Stenographer I effective June 16, 1954 at \$170 per month.
- AA. The employment of Miss Marlene Wilson as Temporary Clerk-Typist I from June 28, to August 31, 1954 at \$160 per month.
- BB. The employment of Mr. Steve Roberts as temporary Janitor effective July 8, 1954 at \$120 per month.
- CC. The lay-off of Mary Ferne Vradenberg, Kitchen Helper, effective June 11, 1954.
- DD. The increase in hourly rate for Thomas V. Larson, Plumber, to \$2.90 per hour effective April 1, 1954 to comply with the prevailing rate in this area.
- EE. The increase in hourly rate for Rolland Parkins, Painter, to \$2.25 effective July 1, 1954 to comply with prevailing rate in this area.
- FF. The increase in salary rates for the Heating Plant personnel as listed on page 7, effective July 1, 1954.
- GG. The bid of the Kewaunee Manufacturing Company in the amount of \$283,415.00 for the Science Building fixed furniture and equipment and installation of same.
- HH. The bid of the Gates Radio Company in the amount of \$25,629.80 for the equipment and installation of a 3 k.w. FM radio station.
- II. The purchase of a ceiling-type laboratory planetarium subject to approval by the Advisory Committee when competitive bids are received.
- JJ. The bid of _____ in the amount of \$ _____ for the plumbing alterations in Grote Hall to be paid from the Men's Dormitory Bond issue.
- KK. The bid of the Sterling-Midland Coal Company of \$7.16 per ton, delivered, for coal for the year beginning July 1, 1954.

Respectfully submitted,
F. A. Beu, President

TEACHERS COLLEGE BOARD

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE July 19, 1954

I have the honor to submit the following report:

I. STUDENTS

Enrollment, Spring Quarter, 1954

| | Men | Women | Total | Total one Year ago |
|--------------------------------------|------|-------|-------|-----------------------|
| <u>Undergraduates — full time</u> | | | | |
| Post Graduates | — | — | — | 2 |
| Seniors | 149 | 183 | 332 | 329 |
| Juniors | 154 | 165 | 319 | 281 |
| Sophomores | 183 | 202 | 385 | 361 |
| Freshmen | 250 | 360 | 610 | 497 |
| Total full time undergraduates | 736 | 910 | 1646 | 1470 |
| <u>Undergraduates — part time</u> | | | | |
| Post graduates | 8 | 20 | 28 | 4 |
| Seniors | 8 | 45 | 53 | 44 |
| Juniors | 3 | 54 | 57 | 37 |
| Sophomores | 3 | 37 | 40 | 14 |
| Freshmen | 8 | 27 | 35 | 9 |
| Total part time undergraduates | 30 | 183 | 213 | 108 |
| Total Undergraduates | 766 | 1093 | 1859 | 1578 |
| <u>Graduate Students — full time</u> | 46 | 8 | 54 | 63 |
| <u>Graduate Students — part time</u> | 138 | 78 | 216 | 188 |
| Total Graduate Students | 184 | 86 | 270 | 251 |
| TOTAL RESIDENT STUDENTS | 950 | 1179 | 2129 | 1829 |
| Extension | 57 | 313 | 370 | 231 |
| TOTAL COLLEGE (individuals) | 1007 | 1492 | 2499 | 2060 |

| | <u>Full time Equivalent</u> | | |
|----------------------------|-----------------------------|---------------------|--------------|
| <u>Resident</u> | | <u>Spring, 1954</u> | <u>1953</u> |
| Undergraduate total | | 1817 | 1516 |
| Graduate total | | 102 | 152 |
| Resident Equivalent Total | | 1919 | 1668 |
| Extension | | 92 | 58 |
| Total Full time Equivalent | | 2011 | 1726 |
| | Boys | Girls | Total |
| McMurry Laboratory School | 139 | 114 | 253 |
| | | | One Year Ago |
| | | | 237 |

PROCEEDINGS

Courses Offered By Extension — Autumn, 1953-1954

Undergraduate

| Course | City | Men | Women | Total |
|------------------------|---------------|-----|-------|-------|
| Education 300-301 | Yorkville | — | 24 | 24 |
| Education 342-244 | Freeport | 7 | 19 | 26 |
| Education 406 | Sterling | 5 | 25 | 30 |
| English 321 | Downers Grove | 2 | 16 | 18 |
| Fine Arts 207 | Freeport | — | 47 | 47 |
| Fine Arts 304 | Freeport | 6 | 22 | 28 |
| Music 210 | Rockford | — | 18 | 18 |
| Physical Science 449 | Rockford | 7 | 8 | 15 |
| Social Science 160 | Sterling | — | 41 | 41 |
| Social Science 180 | Rockford | — | 34 | 34 |
| Total, Undergraduate — | | 27 | 254 | 281 |

Graduate

| | | | | |
|----------------------------------|----------|----|-----|-----|
| Business Education 520 | Joliet | 1 | 12 | 13 |
| Business Education 521 | LaGrange | 4 | 9 | 13 |
| Education 542 | LaGrange | 13 | 8 | 21 |
| Education 551 | Rockford | 9 | 3 | 12 |
| Total, Graduate — | | 27 | 32 | 59 |
| TOTAL, AUTUMN QUARTER, 1953-1954 | | 54 | 286 | 340 |

Courses Offered By Extension — Spring, 1954

Undergraduate

| | | | | |
|------------------------|---------------|----|-----|-----|
| Earth Science 449 | Sterling | — | 23 | 23 |
| Education 342-344 | Sterling | 2 | 36 | 38 |
| Education 406 | LaSalle | — | 18 | 18 |
| Education 430 | Woodstock | — | 33 | 34 |
| Education 435 | Joliet | 1 | 13 | 14 |
| English 321 | Freeport | 2 | 37 | 39 |
| Industrial Arts 300 | Waukegan | 1 | 25 | 26 |
| Phys. Educ. 300-301 | Downers Grove | — | 26 | 26 |
| Physical Science 460 | Rockford | 20 | — | 20 |
| Social Science 160 | Yorkville | 1 | 32 | 33 |
| Social Science 240 | Rockford | 1 | 32 | 33 |
| Total, Undergraduate — | | 29 | 275 | 304 |

Graduate

| | | | | |
|--------------------------------|----------|-----|-----|-----|
| Business Education 500 | Joliet | 5 | 12 | 17 |
| Business Education 521 | Waukegan | 4 | 13 | 17 |
| Business Education 553 | LaGrange | 17 | — | 17 |
| Physical Science 449 | Rockford | 2 | 13 | 15 |
| Total, Graduate — | | 28 | 38 | 66 |
| TOTAL, SPRING QUARTER, 1954 | | 57 | 313 | 370 |
| TOTAL, EXTENSION FOR 1953-1954 | | 111 | 599 | 710 |

TEACHERS COLLEGE BOARD

Summer Scholarship Students, 1954

| | <u>Men</u> | <u>Women</u> | <u>Total</u> |
|----------------|------------|--------------|--------------|
| Graduates | 2 | 2 | 4 |
| Undergraduates | <u>22</u> | <u>75</u> | <u>97</u> |
| Total | 24 | 77 | 101 |

| Undergraduates — full-time | <u>No. of state scholarships</u> | <u>Total full-time students</u> | <u>% of state scholarships</u> |
|-------------------------------|--------------------------------------|-------------------------------------|------------------------------------|
| Autumn Quarter, 1953 | 746 | 1897 | 39.3% |
| Winter Quarter, 1953-54 | 727 | 1761 | 41.2% |
| Spring Quarter, 1954 | 695 | 1646 | 42.2% |

Enrollment — Summer, 1954 (DeKalb Campus, Excluding Workshops)

| | <u>Men</u> | <u>Women</u> | <u>Total</u> | <u>Total one year ago</u> |
|---|------------|--------------|--------------|-------------------------------|
| <u>Undergraduates — full-time</u> | | | | |
| Post-graduates | 5 | 9 | 14 | 22 |
| Seniors | 84 | 153 | 237 | 211 |
| Juniors | 70 | 106 | 176 | 171 |
| Sophomores | 46 | 53 | 99 | 89 |
| Freshmen | <u>33</u> | <u>30</u> | <u>63</u> | <u>64</u> |
| Total full time undergraduates | 238 | 351 | 589 | 557 |
| <u>Undergraduates — part-time</u> | | | | |
| Post-graduates | 3 | 8 | 11 | — |
| Seniors | 1 | 3 | 4 | — |
| Juniors | — | 3 | 3 | — |
| Sophomores | — | 1 | 1 | — |
| Freshmen | <u>2</u> | <u>3</u> | <u>5</u> | — |
| Total part-time undergraduates | 6 | 18 | 24 | — |
| Total undergraduates | 244 | 369 | 613 | 557 |
| <u>Graduate Students</u> | | | | |
| Full-time | 185 | 128 | 313 | 273 |
| Part-time | <u>9</u> | <u>6</u> | <u>15</u> | <u>12</u> |
| Total graduate students | 194 | 134 | 328 | 285 |
| Total DeKalb campus students, excluding workshops | 438 | 503 | 941 | 842 |
| Lorado Taft (not workshops) | 12 | 88 | 100* | 12 |
| (1954 includes 2 part-time graduate students — men) | | | | |
| (1953 includes no graduate students) | | | | |
| Residence workshops | | | | |
| Lorado Taft | — | — | — | 30 |
| (1953 includes 9 part-time graduate students) | | | | |
| DeKalb Campus | — | 37 | 37 | 48 |
| Total residence students (DeKalb and L.T.) | 450 | 628 | 1078* | 932 |
| Extension classes | 8 | 271 | 279 | 253 |
| Extension workshops | <u>2</u> | <u>75</u> | <u>77*</u> | <u>82</u> |
| Total extension | 10 | 346 | 356* | 335 |
| Total college students enrolled | 460 | 974 | 1434* | 1267 |
| McMurry Laboratory School | <u>425</u> | <u>100</u> | <u>225</u> | <u>232</u> |
| Grand total of all students | 585 | 1074 | 1659 | 1499 |
| Less duplicates | <u>1</u> | <u>31</u> | <u>32</u> | <u>64</u> |
| GRAND TOTAL OF ALL STUDENTS, COUNTING NO NAMES TWICE | 584 | 1043 | 1627 | 1435 |

PROCEEDINGS

Breakdown — Summer Session, 1954 Enrollment

On-campus (DeKalb) workshops (residence)

| | <u>Center</u> | <u>Men</u> | <u>Women</u> | <u>Total</u> |
|---------------------|---------------|------------|--------------|--------------|
| Home Economics 450D | DeKalb | 0 | 12 | 12 |
| Home Economics 450E | " | 0 | 25 | 25 |
| | | 0 | 37 | 37 |

Lorado Taft Field Campus (residence)

| | | | | |
|--------------------------------|--------------|----|----|------|
| Education 410 (1st section) | L. T. campus | 2 | 3 | 5 |
| Education 410 (2nd section) | " | 4 | 6 | 10* |
| Education 409 | " | 0 | 30 | 30* |
| English 102 | " | 0 | 10 | 10* |
| Biological Science 160 | " | 6 | 19 | 25* |
| Social Science 160 | " | 0 | 20 | 20* |
| Total L. T. Campus (residence) | | 12 | 88 | 100* |

Extension workshops

| | | | | |
|-------------------|----------|---|----|-----|
| Earth Science 355 | Bradford | 1 | 19 | 20* |
| Education 329 | Freeport | 1 | 56 | 57 |
| | | 2 | 75 | 77* |

Extension Classes

| | | | | |
|-------------------------|---------------|---|-----|------|
| Earth Science 449 | Rockford | 1 | 29 | 30* |
| Education 409 | Mt. Carroll | 1 | 25 | 26 |
| Education 415 | Rockford | 1 | 29 | 30 |
| Education 416 | Mt. Carroll | 1 | 35 | 36 |
| Education 416 | Cambridge | 1 | 19 | 20* |
| Fine Arts 301-303 | Rockford | 2 | 28 | 30 |
| Fine Arts 301-303 | Sterling | 0 | 31 | 31 |
| Fine Arts 304 | Yorkville | 1 | 27 | 28* |
| Music 309-310 | Elgin | 0 | 26 | 26 |
| Music 320 | Downers Grove | 0 | 22 | 22 |
| Total extension classes | | 8 | 271 | 279* |

* estimated

Summer Session, 1954

Equivalent Enrollment

DeKalb Campus, excluding workshops

| <u>Undergraduate students</u> | <u>Men</u> | <u>Women</u> | <u>Total</u> |
|----------------------------------|------------------|------------------|--------------------|
| Full-time | 238 | 351 | 589 |
| Part-time | 6 (eq. of 4) | 18 (eq. of 11) | 24 (eq. of 15) |
| | 244 (eq. of 242) | 369 (eq. of 362) | 613 (eq. of 604) |
| <u>Graduate Students</u> | | | |
| Full-time | 185 | 128 | 313 |
| Part-time | 9 (eq. of 5) | 6 (eq. of 4) | 15 (eq. of 9) |
| | 194 (eq. of 190) | 134 (eq. of 132) | 328 (eq. of 322) |
| DeKalb Campus workshops | 0 | 37 (eq. of 15) | 37 (eq. of 15) |
| Lorado Taft Campus | 12 (eq. of 6) | 88 (eq. of 44) | 100 (eq. of 50) |
| Residence equiv. count | 450 (eq. of 438) | 628 (eq. of 553) | 1078 (eq. of 991) |
| Extension equivalents | 10 (eq. of 5) | 346 (eq. of 201) | 356 (eq. of 206) |
| Total equiv. on college students | 460 (eq. of 443) | 974 (eq. of 754) | 1434 (eq. of 1197) |

TEACHERS COLLEGE BOARD

The students whose names are listed below completed the requirements for graduation at the close of the spring quarter, June 6, 1954:

Degree — Master of Science in Education

| | | |
|---------------------------------------|---------------------------------|---------------|
| Beck, John Robert | Educ.-Secondary | Elmwood Park |
| Bulawa, Frank J. | Educ.-Adm. | Chicago |
| Cassell, Rhene Evans. | Educ.-Secondary | Elgin |
| Daub, Floyd Jr. | Educ.-Adm. | Kings |
| Duckels, Mae Metcalfe | Speech Correction | Earlville |
| Dunne, John Thomas. | Soc. Sciences | Plano |
| Ellis, Helen W. | English | Rochelle |
| Hahn, Earl James. | Biol. Sciences | DeKalb |
| Hasemann, Elwood Herbert. | English | Barrington |
| Hawbecker, Arline Douglas | Educ.-Secondary | Naperville |
| Helms, William E. | Biol. Sciences | Rochelle |
| Hendrix, Jesse Hurst | Educ.-Adm. | Mooseheart |
| Heybeck, Frank D. | Educ.-Adm. | Lake Zurich |
| Hook, Lester N. | Soc. Sciences | Chicago |
| Johnson, Robert Edwin | Educ.-Secondary | Ottawa |
| Johnson, Stuart Lewis | Educ.-Elem. | Oswego |
| Kelly, Bernard James | Soc. Sciences | DeKalb |
| Lindroth, Roger Clinton | Speech Correction | Rockford |
| McCloud, George C. | Educ.-Adm. | Batavia |
| MacKain, David S. | Educ.-Adm. | Oak Park |
| Mann, Theodore Charles | English | Rockford |
| Miller, William Thomas | Educ.-Adm. | Aurora |
| Morton, Eldon Eugene | Soc. Sciences | Kankakee |
| Newcomer, Edith | Educ.-Elem. | German Valley |
| Olson, Arnold Lester | Educ.-Adm. | Aurora |
| Quaadman, John Louis | Soc. Sciences | DeKalb |
| Raplus, Harry Edward | Educ.-Secondary | Elgin |
| Schulz, Charles Edward | Educ.-Adm. | Chicago |
| Schulz, Joan Evelyn | English-Soc. Sciences | Chicago |
| Seaholm, James H. | Soc. Sciences | Chicago |
| Sharp, Gordon Robert | Educ.-Adm. | Chicago |
| Simkins, Faye Wymer | Educ.-Elem. | DeKalb |
| Sollenberger, Robert Lester | Educ.-Adm. | Naperville |
| Speck, Eugene G. | Educ.-Adm. | Melrose Park |
| Stahlke, Walter F. | Educ.-Elem. | Glenview |
| Strahorn, David Raieside | Educ.-Adm. | Harvey |
| Striglos, Angeline | English | DeKalb |
| Thompson, Raymond William | Educ.-Adm. | Maple Park |
| Tipps, Helen Staubli | English | Marengo |
| Walker, Onlin Franklin | Educ.-Adm. | Mooseheart |
| Whitney, Carlton Richard | Educ.-Adm. | Algonquin |
| Williams, John Scribner | Biol. Sciences | Aurora |

Degree — Bachelor of Science in Education

| | | |
|------------------------------------|-----------------------------------|------------|
| Abbs, Carleton Edward | Music | Wadsworth |
| Adams, Carl Stephen. | General Science (Chem.) | Braidwood |
| Adams, Mary Carol Boehme | Fine Arts | Lockport |
| Akey, Joyce Elaine | Physical Education | Naperville |
| Allen, Marilyn Jean | Later Elementary | Maple Park |
| Ander, Janice | Early Elementary | Batavia |
| Armstrong, Donald Earle | Industrial Arts | Princeton |
| Augustine, Jean M. | Speech | Chicago |
| Averill, Ruth Donna | Early Elementary | DeKalb |
| Baer, Richard Myron | Industrial Arts | Chicago |
| Baker, Ruth Audrey | Later Elementary | Bartlett |

PROCEEDINGS

Degree — Bachelor of Science in Education (Cont.)

| | | |
|--------------------------------------|-----------------------------------|-------------|
| Barnes, Joanne Edith | Music | Barrington |
| Bars, Rita | Zoology | Joliet |
| Bartels, Richard Walter | Social Science | Chicago |
| Bastian, Alverda A. | Later Elementary | Sheridan |
| Becker, Joanne Elizabeth | Home Economics | Monee |
| Beckman, Jacqueline Rands | Early Elementary | Bensenville |
| Beckman, Ruben Eugene | Social Science | DeKalb |
| Bedrosian, Sam S. | Physical Education | Oak Park |
| Beede, Robert Allen | Chemistry | Dixon |
| Bermann, Phyllis | Early Elementary | Chicago |
| Billings, Thomas D. | Social Science | Chicago |
| Bishofberger, Carol Louise | Home Economics | Chicago |
| Bloom, Daniel Kingsley | Physical Education | Chicago |
| Borland, Jacqueline Ann | Home Economics | Utica |
| Botimer, Allen Eugene | Music | Waukegan |
| Bower, Donna Vee | Home Economics | Maple Park |
| Bowman, Dale D. | Zoology | Bensenville |
| Bowman, John E., Jr. | Social Science | DeKalb |
| Braun, Marilynn M. | Early Elementary | Belvidere |
| Brefka, Victoria | Mathematics | Chicago |
| Broseghini, Albert L. | Zoology | Chicago |
| Brower, Mildred Ann | Physical Education | Worth |
| Budzian, Helen June | Later Elementary | Chicago |
| Capp, Carol Ann | Early Elementary | Chicago |
| Carlson, Jean Annette | Early Elementary | Chicago |
| Carter, Alice J. | Early Elementary | St. Charles |
| Casey, Frank William | Business Education | Sterling |
| Chandos, Diane Marie | Physical Education | Riverside |
| Clancy, Georgine Dolores | Later Elementary | Chicago |
| Clausen, Barbara Elaine | Physical Education | Cortland |
| Colombel, Josephine | Music | Chicago |
| Crawford, Marjorie Rae | Early Elementary | Chicago |
| Crews, Pauline | Later Elementary | Bloomington |
| Cummings, Jane | Early Elementary | Chicago |
| Davia, Barbara Ann | Later Elementary | Chicago |
| DeKoker, Dorothy Florence | Early Elementary | Homewood |
| Dellane, William Edward | Industrial Arts | DeKalb |
| DeSimone, Geraldine Anna | Early Elementary | Chicago |
| Dieball, Dorothy L. | Later Elementary | Chicago |
| Diesner, Richard H. | General Science (Chem.) | Glen Ellyn |
| Diedrich, John Carl | Chemistry | Elmhurst |
| Diezel, Doris Ann | Early Elementary | Chicago |
| Di Tullio, Mary Alice | Business Education | Rockford |
| Donnelly, Patricia Barbara | Business Education | DeKalb |
| Doyle, James Matthew | Music | Rockford |
| Drake, Patricia Ann | Later Elementary | Berwyn |
| Dresback, Marion Parker | Early Elementary | Naperville |
| Dumoulin, Geraldine Emma | Home Economics | Hampshire |
| Dunlap, Cyrus Paul | Social Science | DeKalb |
| Eickstead, Frances Mary | English | Durand |
| Fannon, Ann | Early Elementary | Elmhurst |
| Fankhauser, Jean Louise | Fine Arts | Des Plaines |
| Fedder, Carolyn Anne | Early Elementary | Frankfort |
| Fernald, Kathryn Ann | Early Elementary | Glen Ellyn |
| Ferris, Marilyn Joan | Later Elementary | Moline |
| Finder, Robert Lee | Later Elementary | Berwyn |
| Fingulin, Joyce Barlow | Later Elementary | Evanston |
| Fink, Patricia J. | Early Elementary | Chicago |
| Firak, Gerald Richard | Zoology | Chicago |

TEACHERS COLLEGE BOARD

Degree — Bachelor of Science in Education (Cont.)

| | | |
|--|-----------------------------------|------------------------|
| Fischer, Charles Valentine | Business Education | Mt. Prospect |
| Flanigan, Thomas Edward | Physical Education | South Beloit |
| Freiberg, Joan Leslie | Zoology | Chicago |
| Fricker, Shirley Ellen | Early Elementary | Maywood |
| Friel, Dolores L. | Early Elementary | Chicago |
| Froehner, Lois Edith | Early Elementary | Peotone |
| Gardner, Carol Aleta | Fine Arts | Compton |
| Gau, Ruth A. | Physical Education | DeKalb |
| Geske, Harold E. | Later Elementary | St. Charles |
| Gibbons, Lorraine Beck | Early Elementary | Aurora |
| Gilbert, Norman Stanley | Mathematics | Waukegan |
| Glossa, Libby | Earth Science | Cicero |
| Grande, Gordon J. | Social Science | Forreston |
| Gresens, Larry W. | Physics | Midlothian |
| Gross, Corrine Ann | Later Elementary | North Chicago |
| Groves, Robert Bennett | Physics | Chicago |
| Gucwa, Bernadette Marie | Mathematics | Chicago |
| Hackel, Donald Frederick | Physical Education | Hometown |
| Hackett, Mary Ann | Fine Arts | Polo |
| Hall, Janet A. | Fine Arts | DeKalb |
| Halstead, Francis Eugene | Later Elementary | Hebron |
| Hanebuth, Dean W. | English | Elmhurst |
| Hanson, Bonnie Lou | Early Elementary | Sandwich |
| Harmening, Nancy Louise | Early Elementary | Elmhurst |
| Hecht, Donna | English | Chicago |
| Hektner, William B. | Speech Correction | Bismarck, North Dakota |
| Henke, Elfriede | Physical Education | Chicago |
| Hentz, Jacquelyn Joann | Early Elementary | Crystal Lake |
| Hill, Joyce Ann | English | Hinckley |
| Hintzche, George E. | Later Elementary | Hampshire |
| Hipple, Thomas Edwin | Business Education | Waterman |
| Hixon, Keith S. | Social Science | Evanston |
| Hoffman, Emilie N. | Early Elementary | Chicago |
| Holley, Carolyn Elizabeth | Early Elementary | Momence |
| Howell, Irma Grace | English | DeKalb |
| Hull, Marian Adele | Early Elementary | Kaneville |
| Husak, Arthur Jack | Industrial Arts | Chicago |
| Hutten, F. Joseph | Business Education | DeKalb |
| Jackson, Howard L. | Earth Science | Orland Park |
| Jacobson, Leonard Carl | Physical Education | Chicago |
| Janus, Ruth Ann | Mathematics | Cicero |
| Jenkins, Calvin Cappel | Speech Correction | Chicago |
| Jennings, Joyce | Early Elementary | Berwyn |
| Joesten, Maribel Hicks | Early Elementary | Sublette |
| Joesten, Melvin Duane | Chemistry | Rochelle |
| Johnson, Allen Harold | Industrial Arts | Hebron |
| Johnson, Harry James | Zoology | Chicago |
| Johnson, Leonora Alice | Early Elementary | Villa Park |
| Kane, Joanne Florence | Spanish | Batavia |
| Kane, Mary Barbara | Physical Education | Berwyn |
| Kempert, Dorothy Louise | General Science (Chem.) | Lena |
| Kloss, Adeline | Early Elementary | Chicago Heights |
| Knaack, Joanne M. | Early Elementary | Crystal Lake |
| Kniskern, Gordon Gene | Physical Education | Lyndon |
| Knop, Marjorie Beryl | English | Villa Park |
| Knowles, Jon Richard | Social Science | Downers Grove |
| Kreuter, Katherine Elizabeth | Spanish | Rockford |
| Krpan, Lillian Mary | Later Elementary | LaGrange |
| Kubitz, Barbara Ann | Social Science | River Forest |
| Larsen, Eric Bjerre | Zoology | Chicago |

PROCEEDINGS

Degree — Bachelor of Science in Education (Cont.)

| | | |
|-------------------------------------|--------------------------------------|-----------------|
| Larson, Wanda Gale | Home Economics | Elmhurst |
| Latz, Clifford J. | Later Elementary | North Chicago |
| Laufketter, Virginia Ann | Later Elementary | Joliet |
| Leary, James Gordon. | Social Science | DeKalb |
| LeMaire, Charmaine Marie | Early Elementary | Chicago |
| Lennartz, Barbara Jane | Physical Education. | Geneva |
| Levick, Joyceann | Physical Education. | Chicago |
| Licking, Helen-Mae. | English | Chicago |
| Liesenfelt, Harold W. | Earth Science | Oak Park |
| Lind, Carol Ruth | Early Elementary | Elgin |
| Lindberg, Lois Scharsich. | Later Elementary | Maywood |
| Lindgren, Adelaide F. | Later Elementary | Maple Park |
| List, Magdalin Anna | Spanish | Grant Park |
| Lundquist, Audrey M. | Early Elementary | Chicago |
| Luhtala, Shirley Ann. | Physical Education. | DeKalb |
| Lutsch, Doris E. | Later Elementary | Chicago |
| Lynch, James | Earth Science | Chicago |
| McCole, Bernard Daniel. | Physical Education. | Chicago |
| McGill, John R. | Earth Science | DeKalb |
| McGuire, David B. | Fine Arts | DeKalb |
| McKillen, Patrick Joseph. | Business Education | North Chicago |
| Mackley, Gloria Joyce. | Early Elementary | Northbrook |
| Maggio, Andrew J. | Industrial Arts | Lombard |
| Maidak, Alvin Walter. | Earth Science | Chicago |
| Maier, Marcella F. | Later Elementary | West Brooklyn |
| Mares, Mary Ann | Later Elementary | Berwyn |
| Martin, David E. | Social Science | Rockford |
| Mertens, Velna Jane | Later Elementary | Chicago |
| Meyers, Yvonne Marie | Early Elementary | Maywood |
| Mezilson, Connie | Later Elementary | Chicago |
| Miller, Patricia Ann | Early Elementary | Lena |
| Montavon, Raymond Leo. | Business Education (Acc't.). | DeKalb |
| Moraitis, Goldie | Early Elementary | Chicago |
| Morgan, Charles F., III | Later Elementary | DesPlaines |
| Mostardo, Anthony Vergil | Music. | Chicago |
| Mullikin, Merle William | Industrial Arts | Kankakee |
| Muzzo, Vince D. | Industrial Arts. | Chicago Heights |
| Nardini, James Laurence | English | Franklin Park |
| Nason, Nason | Early Elementary | Riverside |
| Nelson, Jean Ann | Social Science | Chicago |
| Nelson, Mary Lou | Early Elementary | Aurora |
| Nieminen, Jerrold A. | Industrial Arts | DeKalb |
| Nohava, William. | Physical Education. | Chicago |
| Nolte, Ronald William. | Physical Education. | Dixon |
| Oakley, Mary Louise | Early Elementary | Chicago |
| Oller, Carol Jane. | Home Economics | Chicago |
| Olson, Elmer E., Jr. | Physical Education. | Rockford |
| Olson, William Richard | Zoology | Chicago |
| Ostrem, Shirley Jeanne | Music | Earlville |
| Packer, Benton Moore | Business Education | Shabbona |
| Palmquist, Janet Alice | Early Elementary | Rockford |
| Pamachena, Robert | Social Science. | DeKalb |
| Pederson, Lee A. | English | Chicago |
| Peters, Perry J. | Later Elementary | Lindenwood |
| Peterson, Beatrice Elaine | Later Elementary | Zion |
| Peterson, Eugene Ernest | Business Education | DeKalb |
| Peterson, Vernon Guy | Business Education | DeKalb |
| Piper, Richard Thomas | Social Science | DeKalb |
| Popenhagen, Bonnie Jean | Physical Education | Hebron |
| Radnik, Mary Jane | Physical Education | Berwyn |
| Raino, Nicholas Joseph | Mathematics | Chicago |

TEACHERS COLLEGE BOARD

Degree — Bachelor of Science in Education (Cont.)

| | | |
|--|---------------------------------------|---------------------|
| Reents, Elizabeth Sophie. | Zoology | Sterling |
| Reimer, John Edward | Industrial Arts | Villa Park |
| Reinken, Harrison Frederick. | Mathematics | Flanigan |
| Reisser, Nutane. | Industrial Arts | Brookfield |
| Remec, Joan Marie | Home Economics | Elmhurst |
| Riippi, Norma Jean | Home Economics | Sterling |
| Riley, Faith | Later Elementary | Westchester |
| Rizer, Jane Clark. | Early Elementary | Villa Park |
| Roberts, Joanne | Early Elementary | Belvidere |
| Rockey, Ruby Jane. | Home Economics | Chicago |
| Rogers, Joan Byers | Later Elementary | Oak Park |
| Rothschild, Charlotte | Music. | Chicago |
| Sarina, John | Physical Education | Chicago |
| Saviano, Joseph Donald. | Business Education | Chicago Heights |
| Scaduto, Leonard Joseph. | Physical Education | Chicago |
| Scarry, Robert Joseph | Physical Education | Waterford, New York |
| Schaefer, Carol Ann | Home Economics. | Marengo |
| Schilling, Gloria Kay | Later Elementary | Homewood |
| Schuberth, Barbara Helen. | Later Elementary | Chicago |
| Schulz, George Anne | English | DeKalb |
| Schusteric, Fred F. | Later Elementary | Oglesby |
| Scott, Howard Eugene | Industrial Arts | Sycamore |
| Scott, Thomas DeLacy | Social Science | DeKalb |
| Seidelmann, Marilyn Anne | English | Aurora |
| Seifert, William F. C. | Physics | Sycamore |
| Severson, Dorothy L. | Early Elementary | Utica |
| Shalla, Barbara Mary | Early Elementary | Chicago |
| Shapiro, Joyce | Early Elementary | Chicago |
| Shaw, Barbara Ellen. | Early Elementary | Chicago |
| Shelden, Alberta Lea | Home Economics | Rockford |
| Shepherd, Sheldon Lynn. | Earth Science | Newark |
| Shumak, Veronica. | Later Elementary | Chicago |
| Simich, Jack. | Industrial Arts | DeKalb |
| Singer, Shelvin | Social Science | Chicago |
| Skelton, Richard Alan. | Physical Education | Rock Falls |
| Skul, Rudolph John | Business Education (Acc't.) | Joliet |
| Skwartz, Robert J. | Physics | Calumet City |
| Sladek, Jean Ann. | Speech Correction. | Chicago |
| Smely, John Noel. | Music. | Aurora |
| Smith, Marion Ione | Early Elementary | Lockport |
| Smith, W. Robert, Jr. | Industrial Arts | DeKalb |
| Sobolewski, Louise Jacquelyn | Later Elementary | Ottawa |
| Sprain, Susan M. | Early Elementary | Downers Grove |
| Staffeldt, Dolores Mae. | Early Elementary | Naperville |
| Stark, Robert L. | Botany | Sycamore |
| Stephens, Georgia M. | Early Elementary | Waukegan |
| Stibbe, Phyllis Ann | Early Elementary | Naperville |
| Stroberg, Phyllis Ann | Early Elementary | Sycamore |
| Swanson, Howard Eugene. | Physical Education. | Chicago |
| Switzer, Rita Elaine | Early Elementary | DeKalb |
| Terry, Elizabeth Joan | Early Elementary | Antioch |
| Tesmer, Carol Betty | Physical Education | Chicago |
| Thorson, Clara T. | Later Elementary | Ottawa |
| Thran, Doris Mae | Early Elementary | Oglesby |
| Torres, Anthony. | Later Elementary | Chicago |
| Urgo, Don J. | Industrial Arts | DeKalb |
| Vascellaro, Michael Francis. | Social Science | Rockford |
| Vaughan, Walter Eugene | Music. | Rockford |
| Vlcek, Joyce Marie | Later Elementary | Berwyn |
| Wahlstrom, Richard N. | Industrial Arts | Chicago |

PROCEEDINGS

Degree — Bachelor of Science in Education (Cont.)

| | | |
|------------------------------------|------------------------------|-----------------|
| Wallace, Donald Stuart | Mathematics | DeKalb |
| Walsh, Frank P. | Earth Science | Chicago |
| Wasco, Eugene E. | Physical Education | Chicago |
| Wehlitz, Lora Jane | Later Elementary | Evanston |
| Wells, Nancy Jean | Later Elementary | Elgin |
| Welton, Mary Francis | Early Elementary | Big Rock |
| Westergren, Donald E. | Physical Education | Chicago |
| Whiteside, Ursula Thiel | Home Economics | Mokena |
| Wickett, Doris Evans | Early Elementary | Chicago |
| Williams, Christine E. | Social Science | Chicago Heights |
| Wilson, James C. | Business Education | Geneva |
| Wilson, Rita Ann | Physical Education | Morrison |
| Wolf, Robert | Later Elementary | Sterling |
| Wolff, Margie Ellen | Music | Elgin |
| Wood, Marjorie Elizabeth | English | Batavia |
| Worland, Rosemary Ruth | Early Elementary | Aurora |
| Wrede, Fred John | Mathematics | Aurora |
| Zahner, Ronald William | Chemistry | Cicero |
| Zarn, Dolores | Early Elementary | Downers Grove |
| Zipse, Erwin Carl | English | Midlothian |
| Zochert, Nancy | Fine Arts | Westchester |

June, 1954 total number of graduates:

| | |
|------------------------------|-----|
| Bachelor's degrees | 272 |
| Master's degrees | 42 |
| Total | 314 |

II. FACULTY

1. Changes and additions for the Summer Session, 1954 (All of these changes have been approved by the Advisory Committee.)

- a. Addition of Dr. Margaret Carroll, associate professor in student teaching, for the eight week period at a salary of \$1,090.
- b. Addition of Miss Kathryn Huestis, demonstration teacher, DeKalb workshop, for 6 1/2 weeks at a salary of \$680.

Dr. Carroll is a regular member of the faculty. Miss Huestis has her master's and bachelor's degrees from Northern and is an experienced teacher. Both positions were previously approved by the Board.

- c. Mr. Alan Thomas, librarian, replacing Miss Lenore Malueg whose name previously appeared on the summer payroll but who is now attending the University of Michigan. Mr. Thomas is classified as instructor and will receive \$860 for eight weeks. He is regularly employed in the college library.
- d. Mr. Arthur Carpenter, previously approved as instructor at a salary of \$4440 for twelve months plus housing and utilities, to be classified as faculty assistant at a salary of \$330 per month plus housing and utilities until such time as he completes the work for his master's degree which he anticipates in August.

TEACHERS COLLEGE BOARD

- e. Addition of Mr. Milo T. Oakland, associate professor, Department of Industrial Arts, for the month of August at a salary of \$640 and Mr. Lawrence Secrest, assistant professor, Department of Industrial Arts, for the month of August at a salary of \$610. These faculty members are regularly employed.
- f. Mr. Eugene Fischer, faculty assistant at \$300 per month for two months to assist with an education program at the training school at Geneva. This position was previously approved by the Board.
- g. Mr. Clyde Campbell, faculty assistant in the Extension Division serving one-half time at \$150 per month for two months. Mr. Campbell has served in this capacity during the past college year.

2. Change of Degree

Mr. Paul Prior, assistant professor, Department of Biological Sciences, was awarded the doctorate at the University of Iowa in June.

3. Request for Leave of Absence Without Salary

Dr. James W. Merritt, associate professor, assistant director of student teaching, to teach at the Tokyo Liberal Arts University under a Fulbright award during the college year 1954-1955.

4. Request for Extended Vacation Without Salary

Dr. O. J. Keller, director of the Student Health Clinic, has requested permission to take eight weeks' vacation during the summer. Three weeks of this time will be with salary and five weeks, without salary. Arrangements have been made for the work in the clinic during Dr. Keller's absence.

5. Resignations

Miss Florence Adolph, associate professor, acting head of the Home Economics Department, effective at the close of the summer session. Miss Adolph has not definitely decided what her next work will be but she is interested in going into the field of business.

Mrs. A. Maurine Coxhead, assistant professor, McMurry Laboratory School, effective at the close of the summer session, to make her home in Rockford.

Miss Lillian Gallichio, instructor, Department of Physical Education for Women, effective at the close of the spring quarter, to accept a position at Sacramento State College.

Miss Lois Hankamp, instructor, Instructional Materials Center, effective at the close of the summer session, to accept a position as library consultant in the Contra Costa County Schools, Martinez, California.

PROCEEDINGS

Dr. Lillian Haverland, assistant professor, Department of Physical Education for Women, effective at the close of the summer session. Dr. Haverland has not yet decided where she will be located.

Miss Helen S. Moor, dean of women, effective June 15, to accept a position as dean of women at Oregon State College, Corvallis, Oregon.

Mrs. Gladys Philpott, instructor, Department of Education, effective at the close of the summer session, to enter the foreign service.

Mrs. Irene C. Shumak, instructor, Department of Speech, effective at the close of the spring quarter. Mrs. Shumak will make her home with her husband in Brookfield, Illinois.

6. Replacements

Mr. Paul Allen, assistant professor, Department of Education, replacing Dr. M. C. Hayes who retired, at a salary of \$4410 for nine months beginning in September. Mr. Allen earned his bachelor's and master's degrees at the University of Nebraska and is doing further graduate work there. He has had successful teaching experience in the schools of Grand Island, Nebraska and served as part-time instructor at the University of Nebraska.

Dr. W. Carlisle Anderson, associate professor, Department of Industrial Arts, replacing Mr. Paul Harrison who is serving as director of the Lorado Taft Field Campus, at a salary of \$5220 for nine months, to be extended at the regular rate for 9 1/2 months. Dr. Anderson earned his bachelor's degree from the teachers college at Kearney, Nebraska, his master's and doctor's degrees at the University of Minnesota. He has had successful teaching experience in the schools of Nebraska, at the University of Oklahoma, is a Navy veteran, and comes to Northern from a position in the Industrial Arts Department at the University High School in Minneapolis.

Mrs. Darlene D'Aquila, instructor, McMurry Laboratory School, replacing Miss Minerva Pepinsky who will be on leave of absence, at a salary of \$4320 for nine months. Mrs. D'Aquila earned her bachelor's degree from the Northwest Missouri State College and her master's degree from Teachers College, Columbia University. She has had successful teaching experience in the public schools of Iowa, Missouri, and comes to Northern from a position in the schools of Jennings, Missouri. This is a temporary appointment.

Miss Katherine K. Durant, instructor, assistant in the kindergarten at McMurry Laboratory School, replacing Mrs. Alda Weedman who will teach second grade, at a salary of \$3960 for nine months beginning in September. Miss Durant earned her bachelor's degree at the University of Missouri and is working on her master's degree which she plans to complete by September. Her classification and salary are dependent upon the completion of her mas-

TEACHERS COLLEGE BOARD

ter's degree. Miss Durant has had experience in the University Laboratory School Kindergarten, Columbia, Missouri.

Mr. Kendall E. Foley, instructor, Instructional Materials Center, replacing Mr. Richard Bell who will be on leave of absence, at a salary of \$3600 for nine months beginning in September. Mr. Foley earned his bachelor's degree at Bemidji State Teachers College, Bemidji, Minnesota and his master's degree at the University of Wisconsin. Mr. Foley has had experience in photography and in audio-visual aids. This is a temporary appointment.

Mr. Gwynn A. Greene, assistant professor, assistant director in student teaching, replacing Dr. Carl Proehl who will be acting director, at a salary of \$4770 for nine months beginning in September. Mr. Greene earned his bachelor's degree from the Northwest Missouri State Teachers College, his master's degree from the University of Kansas City and has completed much of the work toward his doctorate at Teachers College, Columbia University. This is a temporary appointment.

Dr. Ruth Haddock, dean of women, associate professor, replacing Miss Helen S. Moor who resigned, at a salary of \$600 per month beginning August 16. Dr. Haddock earned her bachelor's degree at Pennsylvania College for Women, her master's degree at the University of Pittsburgh, and her doctor's degree in student personnel work at Syracuse University, Syracuse, New York. She has had successful teaching experience in the schools of Pennsylvania, has served as assistant to the field director in the American Red Cross during World War II, was assistant dean of women at Southern Illinois University, and comes to Northern from a position as assistant dean of women and assistant director of the graduate course in student personnel at Syracuse University. This is a twelve month's position.

Mr. Dwayne Huebner, assistant professor, Department of Education, replacing Mrs. Philpott at a salary of \$4770 for nine months beginning in September. Mr. Huebner earned his bachelor's degree at the University of Wisconsin, and has completed most of the work toward his doctorate. Mr. Huebner has had successful teaching experience in the public schools of Michigan.

Miss Elizabeth C. Lane, assistant professor, Department of Physical Education for Women, replacing Dr. Wallace Wesley who resigned, at a salary of \$4770 for nine months beginning in September. Miss Lane earned her bachelor's degree at Ithaca College, her master's degree at New York University, and has completed much of the work toward the doctorate at New York University. She has had eight years' college teaching experience as well as experience in hospitals as a physical therapist.

Miss Helen Lowey, instructor, Department of Physical Education for Women, replacing Miss Lillian Gallichio who resigned, at a salary of \$4320 for nine months beginning in September. Miss Lowey earned her bachelor's and master's degrees at the University of Minnesota. She has had public school and college teaching experience and comes to Northern from a position at Jamestown College, Jamestown, North Dakota.

Mr. William J. McCabe, Instructor, Department of Physical Education for Men, replacing Mr. Jerome Winn who will be on leave of absence,

PROCEEDINGS

at a salary of \$4680 for nine months beginning in September. Mr. McCabe earned his bachelor's and master's degrees from the University of Iowa where he is doing further graduate work. He has had successful teaching experience in the schools of Iowa and comes to Northern from a position at Centerville, Iowa. This is a temporary appointment.

Mr. Robert L. Neill, instructor, Department of Music, replacing Mr. Reynolds Whitney who will be on leave of absence, at a salary of \$3780 for nine months beginning in September, dependent upon the completion of his master's degree by September. Mr. Neill earned his bachelor's degree at the University of Illinois and is working on his master's degree there. He has had extensive teaching experience in giving private lessons. This is a temporary appointment.

Mr. Hans-Karl Pilts, instructor Department of Music, replacing Mr. Homer Garretson who will be on leave of absence, at a salary of \$4140 for nine months beginning in September. Mr. Piltz earned his bachelor's degree from the Henderson State Teachers College, Arkadelphia, Arkansas, his master's degree from Northwestern University where he is working on his advanced degree. He has had successful teaching experience at Eastern Kentucky State Teachers College, Wheaton College, and comes to Northern from a position at Russell High School, East Point, Georgia. This is a temporary appointment.

Mr. William R. Seat, assistant professor, Department of English, replacing Mrs. Donna Gras, at a salary of \$4590 for nine months beginning in September. This is a temporary position. Mr. Seat earned his bachelor's degree at DePauw University, Greencastle, Indiana, his master's degree at the University of Chicago, and is working on his doctor's degree at Indiana University. He has had successful teaching experience at Glendale High School, Indiana, at DePauw University, and comes to Northern from a position at Indiana University.

Miss Margaret Jane Tyler, instructor, McMurry Laboratory School, replacing Mrs. A. Maurine Coxhead who resigned, at a salary of \$4500 for nine months beginning in September. Miss Tyler has been employed for the past two years on a temporary basis, replacing various faculty members on leave of absence. This position is on a permanent basis.

Dr. Maurice Weed, associate professor, replacing Dr. G. Welton Marquis who resigned, at a salary of \$5580 for nine months beginning in September. Dr. Weed earned his bachelor's degree from Western Michigan College of Education, his bachelor of music degree and master's degree from Eastman School of Music, and his doctorate from Eastman, University of Rochester. He has had eight years of teaching experience in the public schools of Michigan and five years of college experience at Ripon, Wisconsin.

7. Change of Status

Miss Mildred Olson, instructor, Department of Physical Education for Women, from temporary to a permanent basis beginning in September at a salary of \$460 per month for nine months.

TEACHERS COLLEGE BOARD

Miss Olson was employed on a temporary basis for the winter and spring quarters, 1953-1954.

8. Change of Teaching Level

Mrs. Alda Weedman, instructor, assistant in the kindergarten at the McMurry Laboratory School, to take over the second grade at McMurry, replacing Miss Annie King who retired. There is no change in Mrs. Weedman's salary.

9. Faculty Assistant

Mr. James Weigand, serving half time in the Extension Service at a salary of \$150 per month for nine months, replacing Mr. Clyde Campbell. Mr. Weigand has his bachelor's degree from Augustana College and has been teaching at the Mt. Carroll High School.

10. Graduate Assistant

Mr. William Minkema to continue as graduate assistant in the Department of Physical Sciences for nine months beginning September 1 at a salary of \$75 per month or \$675 for nine months.

11. New Appointments -- previously approved by the Advisory Committee and the Board

Dr. Lowell Chapman, associate professor, Department of Business Education, at a salary of \$5580 for nine months beginning in September. Dr. Chapman earned his bachelor's degree from Ball State Teachers College, his master's degree from the University of Pittsburgh, and his doctor's degree from Pennsylvania State College. He has had twelve years of teaching experience in both elementary and secondary schools as well as seven years of college teaching experience. He comes to Northern from a position at Lincoln Memorial University at Harrogate, Tennessee.

New Appointments, previously approved by the Advisory Committee and the Board

Mr. Don Hammerman, instructor, program director, Lorado Taft Field Campus, at a salary of \$6,000 for twelve months beginning June 7. Mr. Hammerman has his bachelor's degree from Maryland State Teachers College and his master's degree from the University of Maryland. He has had three years' teaching experience in a public elementary school in Maryland and three years on the outdoor education faculty of the Battle Creek public schools.

Dr. William Mays, assistant professor, Department of Industrial Arts, at a salary of \$4950 for nine months beginning in September. Dr. Mays has had six years' teaching experience, including the upper grades, high school, and college. He earned his bachelor's degree from Alabama Polytechnic Institute, his master's degree from Oregon State College, and his doctor's degree from Ohio State University.

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"George Evans Day"

Students and alumni as well as other friends, organized a dinner honoring Mr. George Evans, head of the Physical Education Department for Men on his twenty-fifth anniversary of his coming to Northern. Many well known teachers, coaches, friends came to the campus to honor Mr. Evans.

III. OTHER SCHOOL EMPLOYEES

Replacements

Howard Dunkle, Janitor, @ \$200 per month as of April 1, replacing Edwin Panttila on leave of absence as of February 8, 1954.

Lars Larsen, Janitor, @ \$200 per month as of April 1, replacing Walfred Wallberg, on leave of absence as of August 21, 1953.

Dorothy M. McConn, Clerk-Stenographer III, @ \$225 per month as of April 1, replacing Constance Bax (temporary, 1/2 time) resigned as of May 7.

Loretta Adams, Clerk-Typist II @ \$200 as of April 1, replacing Jean T. Furrow, transferred to dean of women's office as of April 1.

Margaret L. Abey, Cook's Helper (temporary) @ \$185 per month as of April 20, replacing Maude Anderson, disability leave as of April 15.

Lawrence S. Sullivan Janitor @ \$200 per month as of May 3, replacing Albert W. Siefertman, discharged as of April 30.

Joyce T. Trumbull, Clerk-Typist II @ \$200 per month as of May 11, replacing Alice M. Torticil, discharged as of April 30.

Elizabeth Gustin, Clerk-Stenographer I @ \$185 per month as of May 24, replacing Doris A. Fisher, resigned as of May 22.

Noah Baxley, Kitchen Laborer, @ \$200 per month as of June 1, replacing Lawrence S. Sullivan, transferred to library.

Helen G. Johnson, Clerk-Typist II @ \$200 per month as of June 1, replacing Blanche Renner, leave as of April 30 and later transferred to registrar's office.

Eleanor J. Newhall, Clerk-Stenographer II @ \$215 per month as of June 14, replacing Lina Street, resigned as of June 16.

Mary E. Mills, Clerk-Stenographer I @ \$185 per month as of June 15, replacing Beverly Bollett, resigning as of June 30, 1954.

Change of Status

Mary D. Anderson, change of name from Mary D. Concidine as of April 1.

Jean T. Furrow, Clerk-Typist II @ \$200 per month to Clerk-Stenographer II @ \$220 as of April 1.

Arthur G. Carlson, Plumber, from \$2.65 per hour to \$2.90 per hour as of April 1.

Mae Baxter from Clerk-Stenographer I to Clerk-Stenographer II as of May 1, retroactive to March 1, 1954 - no change in salary.

TEACHERS COLLEGE BOARD

E. Blanche Renner from Clerk-Typist II @ \$240 to registrar's assistant @ \$300 per month as of May 1.

Genevieve M. Maurer, change of name from Genevieve M. Johnson, as of May 1.

John L. Foitag, Kitchen Laborer, from temporary to permanent as of June 1.

Edwin Ray Smith, Janitor, from \$200 to \$235 per month as of June 1.

Resignations

Frances Koski, Clerk-Stenographer II (1/2 time) resigned as of May 31.

Constance Bax, Clerk-Stenographer III (1/2 time temporary) resigned as of May 7.

Lina L. Street, Clerk-Stenographer II, resigned as of June 30.

Marian F. Pree, Clerk-Stenographer I, resigned as of June 13.

Doris Fisher, Clerk-Stenographer I, resigned as of June 9.

Margaret L. Abey (temporary) resigned as of May 31.

Discharges

Alice M. Torticil, Clerk-Typist II, discharged as of April 30.

Albert W. Siefertman, Janitor, discharged as of April 30.

Retirement

Mrs. Olive S. Johnson, retiring as of September 1, 1954. Mrs. Johnson has served the college as a member of the business office staff since 1911. She is 68 years old.

Henry E. Lawson, retiring as of September 1, 1954. Mr. Lawson will be 68 years old in November and has been with the college since 1949.

IV. THE ORGANIZATION

No report

V. THE CURRICULUM

Approval of the following as members of the graduate faculty:

Dr. Paul Prior, Department of Biological Sciences - a regular staff member.

The following new appointees

Dr. Robert L. Thistlethwaite, head of the Business Education Department

Dr. Lowell Chapman, Department of Business Education

Dr. Charles I. Patterson, Department of English

VI. BUILDINGS AND GROUNDS

Name for New Residence for Women

Following recommendation by a faculty committee and the alumni chapters, approval by the Administration Council as well as

PROCEEDINGS

the Faculty Advisory Council, we should like to suggest that the new residence be named CELINE NEPTUNE RESIDENCE FOR WOMEN.

Miss Neptune died in January, 1949. She served the college as a member and head of the Home Economics Department for 29 years and left an indelible impression upon the women students in the college who are now teachers of home economics. Miss Neptune was a woman of poise and refinement, an excellent teacher. She came to Northern in 1918. All members of the faculty committee as well as the alumni are pleased to recommend that the new residence be named for a woman whose chief interest was the college.

VII. AUXILIARY ENTERPRISES

Statement of Income and Expense July 1, 1953 - June 30, 1954

| | | |
|-------------------------------|-----------------|------------------|
| <u>Income</u> | | |
| Barracks Rental | \$22,169.87 | |
| Other rental | <u>2,271.02</u> | \$24,440.89 |
| <u>Expense</u> | | |
| Salaries and wages | 4,173.00 | |
| Utilities | | |
| Gas and electricity | 8,646.20 | |
| Telephone | 59.50 | |
| Water tax | 462.10 | |
| Exterminating service | 252.00 | |
| Repairs | 2,088.09 | |
| Refunds | 60.80 | |
| Miscellaneous expense | 55.19 | |
| Depreciation expense | <u>7,001.69</u> | <u>22,798.57</u> |
| Excess of income over expense | | \$ 1,642.32 |

Balance Sheet As of June 30, 1954

| | | |
|--|-----------------|--------------------|
| <u>Assets</u> | | |
| Cash - First National Bank, DeKalb | \$ 8,950.78 | |
| Cash, Treasurer, State of Illinois | 387.28 | |
| Equipment | <u>113.26</u> | <u>\$ 9,451.32</u> |
| <u>Liabilities and Unallotted Income</u> | | |
| Current Liabilities | | |
| Withholding tax | 101.52 | |
| Reserve for depreciation | <u>7,001.69</u> | |
| | 7,103.21 | |
| Surplus | | |
| Unallotted income | 705.79 | |
| Net income July 1, 1953 to June 30, 1954 | <u>1,642.32</u> | |
| | 2,348.11 | |
| Total liabilities and unallotted income | | <u>\$ 9,451.32</u> |

TEACHERS COLLEGE BOARD

VIII. STUDENT LIFE

No report.

IX. MISCELLANEOUS

Commencement

The college was privileged to have Governor William G. Stratton as its commencement speaker on Sunday, June 6. It is estimated that the audience numbered 7,000. The exercises were held out-of-doors and were very well received by all those attending.

"Teacher of the Year"

Mr. Willard Wiederberg, teacher at the DeKalb Junior High School, was selected by McCall's Magazine as the "teacher of the year" in a nation-wide study. Mr. Wiederberg is a graduate of Northern, having earned both his bachelor's and master's degrees here. He is extremely well liked in DeKalb and vicinity and is an excellent teacher. Northern feels very proud to have one of its graduates chosen for this honor.

X. SUMMARY: Approval is requested on the following:

1. Awarding of degrees to the students listed.
2. Approval of changes and additions to the summer payroll, 1954, as listed.
3. Approval of granting of leave of absence without salary for Dr. James Merritt as indicated.
4. Approval of extended vacation for Dr. O. J. Keller as indicated.
5. Acceptance of resignations as listed.
6. Approval of appointments (replacements) as listed.
7. Approval of permanent employment for Miss Mildred Olson as indicated.
8. Approval of change of teaching level for Mrs. Alda Weedman as indicated.
9. Approval of the appointment of Mr. James Weigand and Mr. William Minkema as indicated.
10. Approval of the appointment (new positions) as indicated.
11. Approval of replacements for non-academic employees as indicated.
12. Change of status for non-academic employees as indicated.
13. Acceptance of resignations of non-academic employees as indicated.
14. Discharges of non-academic employees as indicated.
15. Retirements of non-academic employees as indicated.

PROCEEDINGS

16. Approval of the faculty members to the graduate staff as indicated.
17. Approval of naming new residence for women as indicated.

Respectfully submitted,
Leslie A. Holmes, President

MINUTES OF MEETING OF THE TEACHERS COLLEGE BOARD Sinnissippi Farm Oregon, Illinois July 19, 1954

The Teachers College Board and the college Presidents convened at 9:30 A.M. (D.S.T.), Monday, July 19, 1954, in the office of the late Governor Lowden on Sinnissippi Farm, the home of Mrs. Harriet Lowden Madlener, Oregon, Illinois. Lewis M. Walker, Chairman of the Board, presided.

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

| | |
|-------------------------------------|------------------------------|
| Mr. Lewis M. Walker, Chairman | Mrs. Harriet Lowden Madlener |
| Mr. R. A. Stipes, Jr. Vice-Chairman | Dr. Vernon L. Nickell |
| Mr. Carl Dunbar | Mr. Clarence Ropp |
| Mr. Morton H. Hollingsworth | Mr. Alexander Summers |
| Mr. J. A. Houle, Jr. | Mr. Chauncey B. Watson, Sr. |

The following member was absent:

Dr. William C. Reavis

Also present were the following:

Dr. Robert G. Buzzard, President
Eastern Illinois State College

Dr. Arthur H. Larsen, Acting President
Illinois State Normal University

Dr. F. A. Beu, President
Western Illinois State College

Dr. Leslie A. Holmes, President
Northern Illinois State Teachers College

Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Teachers College Board - Central Office
Springfield, Illinois

TEACHERS COLLEGE BOARD

The first matter of business before the Board was the approval of the minutes of the meeting of June 14, 1954.

Prior to the approval of said minutes, Mr. Stipes asked that the following corrections be made:

On page 9, last line, and page 10, line 6, the word "the" be inserted in place of "4% of the total."

On page 13, line 23, the deletion of the word "and."

On page 15, second paragraph, line 2, the word "engineer" should be inserted in place of "architect."

On page 16, first line, the word "engineers" should be inserted in place of "architects."

There being no further corrections to said minutes, Mr. Stipes moved that the minutes of the meeting of June 14, 1954, be approved as corrected. The motion was seconded by Mr. Hollingsworth, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Absent |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| / | Mr. Watson | Aye | |

The motion was unanimously carried.

Chairman Walker reported that he had appointed the following committee to engage an engineer to investigate the heating system in the dormitories at Illinois State Normal University:

| | |
|-----------------------|----------|
| Mr. Summers, Chairman | Mr. Ropp |
| Mr. Hollingsworth | |

Chairman Walker reported on the condition of Dr. Fairchild, who is still in the hospital, and also read a letter he had received from Dr. Fairchild in which Dr. Fairchild referred to his leave of absence ending about Labor Day.

Since by previous Board agreement Dr. Fairchild had been granted a six-month leave of absence, with full pay, from the time he became ill (May 24, 1954), Mr. Stipes moved that Dr. Browne be instructed to write Dr. Fairchild and notify him that the Board is giving him a six-month leave of absence (May 24, 1954 to November 24, 1954), with full pay, from the time he became ill. The motion was seconded by Mrs. Madlener, roll was called, and the vote was as follows:

PROCEEDINGS

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Absent |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Watson reported that Dr. Reavis had been back in the hospital during the past week for treatment but was expected to leave there last Friday and return to his teaching duties today.

Chairman Walker extended to Mrs. Madlener the appreciation of the Board for the privilege of meeting at her home and for her hospitality.

QUARTERLY REPORTS OF PRESIDENTS

Dr. Larsen presented his quarterly report on Illinois State Normal University and requested approval of the following items:

BUILDINGS AND GROUNDS

Authorization for the Advisory Committee of Illinois State Normal University to accept bids and award contracts for construction bids, which will probably be received during the month of August, on Fell, Barton and Dunn Halls. (To be paid out of the Resident Hall Revenue Bond Issue.)

MISCELLANEOUS

1. Acceptance of the low bid submitted by Donald Gordon, in the amount of \$2,434.32, for the purchase of six (6) A.A. Studio Upright pianos. (To be paid with funds appropriated for Equipment.)
2. Acceptance of the low bid submitted by U. S. Electric Supply Company, in the amount of \$2,577.17, for the purchase of new light fixtures required for the Cook Hall remodeling project. (To be paid with funds appropriated for Commodities.)
3. Acceptance of the bid submitted by Paxton Typewriter Company, in the amount of \$1,095.00, for the purchase of a Model 20-54 Selector Auto Typist for Duplicating Service. (To be paid with funds appropriated for Equipment.)
4. Acceptance of the coal hauling bid submitted by Dearth & Schneider Coal and Materials, in the amount of eight-four (84) cents per ton, for the annual coal services, based on 5,500 tons. (To be paid with funds appropriated for Commodities.)

Mr. Hollingsworth moved the acceptance of the report on Illinois State Normal University as presented by Dr. Larsen. The motion was seconded by Mr. Ropp, roll was called, and the vote was as follows:

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| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Larsen reported that the contractor (Chas. A. Bates and Sons) for the Cook Hall project has run into some difficulty. When the contractor started working on the floor in the Girls Locker Room, he found that, for the most part, there was no concrete slab beneath the topping; instead, the topping was placed directly on the cinder fill. Dr. Larsen presented a proposal from Chas. A. Bates and Sons and stated that both the authorities of Illinois State Normal University and the architects, Lundeen and Hilfinger, recommended the acceptance of the Chas. A. Bates and Sons proposal, in the amount of \$813.00, for removing the existing cinder and miscellaneous fill in the Girls Locker Room and furnishing and installing a reinforced lightweight concrete floor fill approximately 4" thick, over which the Ceramic tile floor will be laid by direct adhesion.

Following some discussion on this project, Mr. Stipes moved the acceptance of the proposal submitted by Chas. A. Bates and Sons, not to exceed the amount of \$813.00 (to be paid with funds appropriated for Rehabilitation and Modernization), for necessary work involved in replacing the concrete floor in the Girls Locker Room in Cook Hall and that contract be awarded them. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Larsen requested Board approval of the following extension graduate courses to be offered by Illinois State Normal University beginning September, 1954:

1. Seminar in Curriculum Construction E-412 (3 s. hrs.) to be offered in Decatur.
2. Teaching of Science in the Elementary Schools E-303 (3 s. hrs.) to be offered in Joliet.
3. Resources of the Continents E-320 (3 s. hrs.) to be offered in Springfield.

Mr. Ropp moved the approval of the above three extension graduate courses to be offered by Illinois State Normal University beginning September, 1954. The motion was seconded by Mr. Watson,

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roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

By Board action at the June meeting, Dr. Larsen was to report back to the Board on the matter of the employment of Mr. Edwin A. Payne, Assistant Professor, Psychology Department, Illinois State Normal University, for the coming year 1954-1955.

Dr. Larsen reported that, on his return from the June meeting, he found Mr. Payne had been offered a contract and had signed the contract for the coming year, 1954-1955. Dr. Larsen recommended that Mr. Payne be appointed for the 1954-1955 school year.

Mr. Stipes moved that the Board employ Mr. Edwin A. Payne, Assistant Professor, Psychology Department, Illinois State Normal University, for the 1954-1955 school year. The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Larsen next presented for Board approval the plans, as prepared by Chance S. Hill, Jr., for the landscaping of the new women's residence hall at Illinois State Normal University. Since these plans have been approved by both the Business Office and the Advisory Committee of Illinois State Normal University, Dr. Larsen recommended the approval of these plans.

Dr. Larsen also presented the bill of Chance S. Hill, Jr., in the amount of \$2,079.00, being portion of money due them at time plans are completed and approved by the Teachers College Board. (The remainder of the money due Chance S. Hill, Jr., on this contract to be paid when work is completed. Money paid Chance S. Hill, Jr., on this contract includes supervision of work.)

Following some discussion, Mr. Ropp moved the approval of the plans, as prepared by Chance S. Hill, Jr., for the landscaping of the new women's residence hall at Illinois State Normal University and the approval and payment of the bill due Chance S. Hill, Jr., in the amount of \$2,079.00, being portion of money due them at time plans are completed and approved by the Teachers College Board for the landscaping of the new women's residence hall at Illinois State Normal University. The motion was seconded by Dr. Nickell, roll was

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called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Buzzard thanked the Board for the courtesy extended Dean Heller, who represented Eastern Illinois State College at the last Board meeting.

Dr. Buzzard presented his quarterly report on Eastern Illinois State College and requested approval of the following items:

1. Acceptance of the low bid submitted by Young and Foote, in the amount of \$2,496.00, for labor and materials necessary for installing new and proper industrial power dispersal in the machine shop of the Industrial Arts Department. (To be with funds appropriated for Contractual Services.)
2. Authorization to secure bids on the following biological equipment, with the Advisory Committee of Eastern Illinois State College empowered to award contract:

| | <u>Estimated</u> |
|--|-------------------|
| 32 Bausch and Lomb FPD microscopes, fully equipped | \$5,788.00 |
| 2 Laboratory tables | 1,340.00 |
| 1 Microscope case | 147.50 |
| | <u>\$7,275.50</u> |

(The budget for 1954-1955 included \$7,500.00 for this equipment.)

3. Acceptance of the low bid submitted by Stoner-Lunn, in the amount of \$3,858.00, for the repair of walls and redecoration of Pemberton Hall. (To be paid with funds appropriated for Contractual Services.)

Dr. Buzzard also presented, as part of his quarterly report, a tabulation analyzing the coal bids Eastern Illinois State College received for 1954-1955 and recommended acceptance of the low coal bid submitted by Bell and Zoller Coal Company for 4,000 tons at \$6.10 per ton. (To be paid with funds appropriated for Commodities.)

Following some discussion, Mr. Summers moved the acceptance of the report on Eastern Illinois State College as presented by Dr. Buzzard. The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

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The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, reported that, by Board action at the June 14, 1954 Board meeting, a contract was awarded Terre Haute Boiler Works, in the amount of \$9,778.15 (to be paid with funds appropriated for Rehabilitation and Modernization), for repairing and painting present steel coal bunkers in the heating plant building at Eastern Illinois State College, but when the contractor began this work, he found that the steel was almost beyond repair. Mr. Summers further reported that the Terre Haute Boiler Works believes it will be necessary to almost completely replace the four coal bunkers, at a cost of approximately \$27,129.00.

Considerable discussion was held on the emergency that exists in the power plant at Eastern Illinois State College and the availability of funds for this project.

Mr. Stipes moved that, because of an emergency in the power plant at Eastern Illinois State College, it is necessary to completely replace the four coal bunkers, at a cost not to exceed \$27,129.00 (said work to be continued by Terre Haute Boiler Works); funds for this repair are to be transferred from Eastern Illinois State College's Contingency Fund to Contractual Services; and the Board repeals the authority given Eastern Illinois State College of using the \$9,778.15 from Rehabilitation funds already made available for this work. The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Beu presented his quarterly report on Western Illinois State College with the following requests:

1. Acceptance of the low bid submitted by Kewaunee Manufacturing Company, in the amount of \$283,415.00, and awarding them a contract for the laboratory furniture for the Science Building. (To be paid with funds appropriated for the Science Building.)
2. Acceptance of the bid submitted by Gates Radio Company, in the amount of \$25,629.80, and awarding them a contract for a 3 k.w. FM radio transmitter completely installed as follows:

| | |
|---|--------------------|
| Equipment for transmission including tower and transmitter, f.o.b. Macomb, installed | \$20,858.90 |
| Equipment for studio, f.o.b., Macomb, installed | 4,770.90 |
| Total | <u>\$25,629.80</u> |

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3. Authorization of the Advisory Committee of Western Illinois State College to act in the purchase of a ceiling-type laboratory planetarium installation for the Science Building when competitive bids are received. (To be paid with funds appropriated for the Science Building.)
4. Acceptance of the coal bid submitted by the Sterling-Midland Coal Company, Stonefort, Illinois, Will Scarlet Mine, Saline County. (To be paid with funds appropriated for Commodities.)

Dr. Beu advised that at the time this report was prepared bids had not been received on the plumbing for Grote Hall and the foam rubber mattresses and pillows for the new Men's Dormitory (to be paid out of the Men's Dormitory bond issue), but that he now had figures to present on these two bid openings.

Dr. Beu requested approval of the following:

1. Acceptance of the low bid submitted by Hollister Plumbing and Heating Company, in the amount of \$13,110.00, and awarding them a contract for the plumbing work for Grote Hall. (To be paid out of the Men's Dormitory bond issue.)
2. Acceptance of the low bid submitted by E. & I. Cooperative Service, Inc., in the amount of \$6,744.24, for the following:

(To be paid with funds appropriated for the Science Building.)

| | |
|---------------------------------------|------------|
| Firestone Foamex mattresses | \$5,950.68 |
| Firestone pillows | 793.56 |
| | <hr/> |
| | \$6,744.24 |

(To be paid out of the Men's Dormitory bond issue.)

Following some discussion, Mr. Dunbar moved the acceptance of the report on Western Illinois State College as presented by Dr. Beu, with the exception of the coal bid. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

A discussion was held on the tabulation of coal bids received by Western Illinois State College for 1954-55 and the recommendation Dr. Beu had made in accepting the bid of Sterling-Midland Coal Company, Will Scarlet Mine.

Dr. Beu advised that this coal bid had been recommended because of the low moisture content, but since the coal will, for the most part, be stored outside, he would withdraw his recommendation and recommend the acceptance of the low coal bid submitted by Republic Coal Company, Flamingo Mine, in the amount of \$5.5784 per ton, f.o.b. Power House, Macomb.

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Dr. Nickell moved the acceptance of the low coal bid submitted by Republic Coal Company, Flamingo Mine, in the amount of \$5.5784 per ton, f.o.b. Power House, Macomb, for Western Illinois State College for the year 1954-55. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Since there is no scheduled Board meeting for the month of August and during that time certain furniture, equipment, etc., will need to be purchased for the new Men's Dormitory at Western Illinois State College, Dr. Beu requested Board authorization for the Advisory Committee of Western Illinois State College, in conjunction with the Central Office, to be empowered to act on the purchasing of such furniture, equipment, etc., for the new Men's Dormitory.

Mr. Dunbar moved that permission of the Board be given the Advisory Committee of Western Illinois State College, in conjunction with the Central Office, with power to act, on the purchasing of equipment, furniture, etc., for the new Men's Dormitory at Western Illinois State College. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Holmes presented his quarterly report on Northern Illinois State Teachers College and requested that on page 11, under the heading II. FACULTY, Item 1. g, the last sentence be stricken from this report.

Mrs. Madlener moved the acceptance of the report on Northern Illinois State Teachers College as presented by Dr. Holmes. The motion was seconded by Mr. Hollingsworth, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

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The motion was unanimously carried.

Following a brief report on the drainage problem at Northern Illinois State Teachers College, Mr. Watson moved that the authorities at Northern Illinois State Teachers College be instructed to obtain bids on the installation of a sanitary drainage from the new Women's Dormitory to a trunk line near Lincoln Terrace. The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 28 as Executive Officer and Educational Coordinator which consisted of five parts; namely, Part I. Expenditures for Personal Services; Part II. Out-of-State Travel; Part III. Audit Reports for 1952-53; Part IV. Proposed Settlement with International Union of Operating Engineers; Part V. Budget Plans for 1955-57.

Mr. Hollingsworth moved that Dr. Browne's Report No. 28 be adopted and that Dr. Browne be instructed to write the representative of the International Union of Operating Engineers, telling him of the Board's approval of the proposed settlement of wage rates for operating engineers for 1954-55, as outlined in Dr. Browne's Report No. 28. The motion was seconded by Dr. Nickell, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Stipes stated that Dr. Browne has put considerable time and effort into the union negotiation meetings and highly commended Dr. Browne for his work on this matter. The entire Board was in agreement on this statement.

REPORTS OF COMMITTEES

Mr. Hollingsworth, Chairman of the Salary Schedule Committee, reported that the Salary Schedule Committee had met in Chicago on July 13, 1954. Mr. Hollingsworth asked Dr. Browne to present the report of this meeting for the Salary Schedule Committee.

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Dr. Browne distributed material showing the present salary schedule and the proposed new salary schedule.

At the last meeting, Dr. Browne was asked to obtain an estimate of the cost that would be involved in the proposed changes in the salary schedule. Dr. Browne reported that under the present schedule the approximate cost involved would be an increase of \$285,000 (per biennium), while under the proposed new schedule the approximate cost would be an increase of \$514,000 (per biennium).

Following some discussion, the Board accepted the proposed new salary schedule in principle with the following changes:

Two steps in Block A - Associate Professors
One step in Block A - Assistant Professors

It was the common consent of the Board that the Presidents be instructed to use both the present salary schedule and the proposed new salary schedule in preparing their budgets for the next biennium so that the cost involved in these two schedules can be compared.

NEW BUSINESS

Mr. Stipes advised the Board that Senator Elbert S. Smith, of Decatur, had contacted him in regard to a joint meeting of the Teachers College Board and the General Assembly Commission to visit educational institutions.

The Board unanimously agreed to a joint meeting of the Teachers College Board and the General Assembly Commission to visit educational institutions and instructed Dr. Browne to write Senator Smith and invite his committee to attend the next regular meeting of the Board to be held on Monday, September 20, 1954, in Chicago, Illinois.

Mr. Stipes also advised the Board that President Morey, of the University of Illinois, has extended an invitation to the members of the Teachers College Board, as well as the members of the Boards for Southern Illinois University and the University of Illinois, to meet in Champaign on Saturday, September 25, 1954, to attend the football game at the University of Illinois that afternoon and for dinner that evening.

The Board instructed Mr. Stipes to notify President Morey of their acceptance of this invitation and to make all necessary arrangements with him for this "get-together."

At this time, Chairman Walker asked that consideration be given to the dates and places for future Board meetings.

The Board agreed on the following:

September 20, 1954 - Chicago, Illinois
October 18, 1954 - Eastern Illinois State College
November 15, 1954 - Place to be decided later

Mr. Dunbar asked if there was any Board policy on more than one member of a family working for the colleges under the supervision of the Teachers College Board.

TEACHERS COLLEGE BOARD

The Board instructed Dr. Browne to investigate this matter and report back to the Board at a later date.

There being no further business before the Board, Chairman Walker adjourned the meeting until the next scheduled meeting on Monday, September 20, 1954, in Chicago, Illinois.

Lewis M. Walker, Chairman
Chas. G. Lanphier, Secretary

MINUTES OF SPECIAL MEETING OF THE TEACHERS COLLEGE BOARD Illinois State Normal University Normal, Illinois August 12, 1954

A special meeting of the Teachers College Board convened at 1:30 P.M. (D.S.T.), Thursday, August 12, 1954, in the Board Room of the Administration Building on the campus of Illinois State Normal University, Normal, Illinois. Lewis M. Walker, Chairman of the Board, presided.

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

| | |
|--------------------------------------|-----------------------------|
| Mr. Lewis M. Walker, Chairman | Mr. J. A. Houle, Jr. |
| Mr. R. A. Stipes, Jr., Vice-Chairman | Mr. Clarence Ropp |
| Mr. Carl Dunbar | Mr. Chauncey B. Watson, Sr. |

The following members were absent:

| | |
|------------------------------|-----------------------|
| Mr. Morton H. Hollingsworth | Dr. Vernon L. Nickell |
| Mrs. Harriet Lowden Madlener | Dr. William C. Reavis |
| Mr. Alexander Summers | |

Also present were the following:

Dr. Arthur H. Larsen, Acting President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University
Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Teachers College Board - Central Office
Springfield, Illinois

Chairman Walker reported that Dr. Reavis has returned to his teaching duties but expects to go back to the hospital soon for further treatment.

Dr. Larsen reported on the condition of Dr. Fairchild, who is still in the hospital.

Before starting discussion of the matter which necessitated the calling of this special meeting, Mr. Ensign requested permission to present two matters for Board approval.

PROCEEDINGS

First, Mr. Ensign reported bids had been received on the purchase of a Challenge Hydraulic Paper Cutter for use by the University Press (purchase of this equipment approved for the Industrial Arts Department in the Internal Budget, in the amount of \$2,340) and recommended the acceptance of the bid submitted by American Type Founders Sales Corporation, in the amount of \$2,037.00, for the purchase of a Challenge Hydraulic Paper Cutter. (To be paid with funds appropriated for Equipment.)

Mr. Stipes moved the acceptance of the bid submitted by American Type Founders Sales Corporation, in the amount of \$2,037.00, for a Challenge Hydraulic Paper Cutter. The motion was seconded by Mr. Ropp, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Absent |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Second, Mr. Ensign reported that the committee appointed by Chairman Walker to engage an engineer to investigate the heating system in the dormitories at Illinois State Normal University had met, together with Lundeen and Hilfinger, architects, and recommend the engaging of Consulting Engineering Service of Champaign for this work. Mr. Ensign further stated that it has been found it will cost not more than \$650 to engage an engineer to investigate the heating system in the dormitories at Illinois State Normal University. Since the Board had authorized the use of only \$500 for this project, Mr. Ensign requested Board authorization of the use of not more than \$650 to engage an engineer to investigate the heating system in the dormitories at Illinois State Normal University.

Mr. Stipes moved the authorization of the use of not more than \$650, to be allocated as follows:

Maximum of \$325 out of operating surplus for Fell, Dunn, and Barton Halls

Maximum of \$325 out of Contingency for new Women's Residence Hall

to cover cost of fee for engaging an engineer to study feasibility of conversion of heating system in the dormitories at Illinois State Normal University. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Absent |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

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The motion was unanimously carried.

Chairman Walker then advised those present that he had called this special meeting to discuss the bond issue for the proposed new Student Union Building at Illinois State Normal University.

Chairman Walker presented the background material of this bond issue; stating that at the July 20, 1953 meeting, the Board approved a bond issue of \$450,000 for construction of the Student Union Building and at the January 18, 1954 meeting raised the amount of the bond issue to \$600,000 (the balance of the money needed to build and furnish the Student Union Building to be raised through early collection of Student Activity Fees and contributions).

Chairman Walker advised that on Thursday, August 5, 1954, the Advisory Committee of Illinois State Normal University had met with John Shields, of Barcus, Kindred and Company, and Lundeen and Hilfinger, architects, to discuss the bond issue and the proposed Student Union Building. It was found that the bonding company requires that, at the time the bonds are sold, Illinois State Normal University must have on hand enough money to take care of the actual cost of the construction of the building (that is, they must have on hand enough money to make the difference between the cost of construction of the building and the amount of bonds sold) and enough furniture to make the building usable. The Advisory Committee and the authorities of Illinois State Normal University have found that this will be impossible with a \$600,000 bond issue.

Mr. John Shields, of Barcus, Kindred and Company, and Lundeen and Hilfinger, architects, were present to answer any questions regarding the prospectus and the preliminary plans for this proposed new Student Union Building.

Mr. Shields was called on to answer a few questions, at which time he presented a tabulation on "Summary of Borrowing Programs of Various Sizes."

The architects, Lundeen and Hilfinger, were called on to answer some questions about the preliminary plans of the building. It was found that the plans they are now quoting on are not those plans approved by the Board at the April 19, 1954 meeting held at Western Illinois State College. Mr. Lundeen explained that the students had asked for some changes in the plans as approved; said changes being mainly in increasing the size of the ballroom.

Mr. Stipes expressed himself on the matter of the increase in size of the ballroom, saying it would be larger than that in the Student Union Building at the University of Illinois and that he would never vote for a ballroom the size of the one in the present plans.

The architects then showed slides of the preliminary plans as at present (not those approved by the Board on April 19, 1954).

After detailed explanations and lengthy discussions, it was decided that plans would be completed for the Student Union Building following the plans approved by action of the Teachers College Board

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on April 19, 1954, except that provisions would be made for air-conditioning ducts to the lounges, cafeteria, and snack bar (but not to the offices or ballroom) and also that the third floor would not be completed although plans for the completion are to be included in the final plans.

Mr. Shields presented the following detail of the present and ultimate requirements for the proposed Student Union Building:

| <u>Present</u> | | <u>Ultimate</u> | |
|--|------------------|--|------------------|
| Cost of construction, including ducts for future need of air-conditioning lounges, snack bar, and cafeteria | \$700,000 | Cost of construction, including air-conditioning in lounges, snack bar and cafeteria and the completion of third floor | \$765,000 |
| Kitchen Equipment (move equipment over from Fell Hall). | -0- | Kitchen Equipment | 40,000 |
| Furnishings (buy only things not already available, such as billard tables; other furniture to be moved in from other buildings) | 5,000 | Furnishings | 60,000 |
| Architects' fee (including supervision of work) | 45,000 | Architects' fee (including supervision of work) | 48,000 |
| Site Work | -0- | Site Work | -0- |
| Contingencies. | -0- | Contingencies | 25,000 |
| Interest during construction | 37,000 | Interest during construction. | 37,000 |
| Financing Fees | 14,000 | Financing Fees | 14,000 |
| | \$801,000 | | \$989,000 |

Mr. Shields presented the following figures based on a bond issue of \$700,000:

| | | |
|---|-----------|-----------|
| To complete Student Union Building | \$989,000 | |
| Proceeds of sale of bonds | \$700,000 | |
| Cash on hand | 60,000 | |
| Raise from contributions before bonds are sold | 41,000 | 801,000 |
| Additional amount to be raised to complete building | \$188,000 | \$188,000 |
| Student fees to be collected during 18 months building under construction | 66,000 | |
| Extended pledges to be collected | 80,000 | 146,000 |
| Lack for a completed building | | \$ 42,000 |

Mr. Ropp moved that the amount of the bond issue for the proposed new Student Union Building at Illinois State Normal University be raised to \$700,000, with interest rate not to exceed 3-3/8%; that the plans are to be completed for the Student Union Building following the plans approved by action of the Teachers College Board on April 19, 1954, except that provisions are to be made for air-conditioning ducts to the lounges, cafeteria, and snack bar (but not to the offices or ballroom); and that the third floor will not be completed,

TEACHERS COLLEGE BOARD

although plans for the completion are to be included in the final plans. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Nay |
| Mrs. Madlener | Absent | Mr. Summers | Absent |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was carried by a vote of five to one.

There being no further business before the Board Mr. Stipes moved that the meeting stand adjourned until the next scheduled meeting on Monday, September 20, 1954, in Chicago, Illinois. The motion was seconded by Mr. Ropp and unanimously carried.

Lewis M. Walker, Chairman
Chas. G. Lanphier, Secretary

MINUTES OF MEETING OF THE TEACHERS COLLEGE BOARD Parlor C, Morrison Hotel Chicago, Illinois September 20, 1954

The Teachers College Board and the college Presidents convened at 9:00 A.M. (D.S.T.), Monday, September 20, 1954, in Parlor C, Morrison Hotel, Chicago, Illinois. Lewis M. Walker, Chairman of the Board, presided.

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

| | |
|--------------------------------------|------------------------------|
| Mr. Lewis M. Walker, Chairman | Mrs. Harriet Lowden Madlener |
| Mr. R. A. Stipes, Jr., Vice-Chairman | Dr. William C. Reavis |
| Mr. Carl Dunbar | Mr. Clarence Ropp |
| Mr. J. A. Houle, Jr. | Mr. Alexander Summers |
| Mr. Chauncey B. Watson, Sr. | |

The following members were absent:

Mr. Morton H. Hollingsworth
Dr. Vernon L. Nickell

Also present were the following:

Dr. Robert G. Buzzard, President
Mr. Raymond R. Gregg, Business Manager
Eastern Illinois State College

Dr. Arthur H. Larsen, Acting President
Illinois State Normal University

Dr. F. A. Beu, President
Western Illinois State College

PROCEEDINGS

Dr. Leslie A. Holmes, President
Northern Illinois State Teachers College
Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Mr. Arthur Samore, Supervising Accountant
Teachers College Board - Central Office
Springfield, Illinois

Chairman Walker introduced the distinguished guests who were present. They were Senator Elbert S. Smith, Senator Frank P. Johnson, Representative August C. Grebe, and Representative William Robison, members of the Committee to Visit State Educational Institutions. Chairman Walker welcomed the members of this committee, stating how delighted the Board was to have them present to hear the deliberations.

The first matter of business before the Board was the approval of the minutes of July 19, 1954.

Prior to the approval of said minutes, Dr. Browne asked that in the first line of paragraphs one and two, page 6, the word "June" be inserted in place of the word "July."

Dr. Browne also asked the following notation be inserted in these minutes:

"Chairman Walker extended to Mrs. Madlener the appreciation of the Board for the privilege of meeting at her home and for her hospitality."

There being no further corrections to said minutes, Mr. Dunbar moved the minutes of the meeting of July 19, 1954 be approved as amended. The motion was seconded by Mr. Summers, and unanimously carried.

The next item for consideration was the approval of the minutes of the special meeting held on August 12, 1954.

There being no corrections thereto Mr. Stipes moved that the minutes of the special meeting of August 12, 1954 be approved as submitted. The motion was seconded by Mrs. Madlener, and unanimously carried.

Chairman Walker then stated how delighted all were to have Dr. Reavis at the meeting.

Dr. Larsen reported on the condition of Dr. Fairchild who is still in the hospital, saying that Dr. Fairchild had asked him to convey his greetings to all of the Board members.

Chairman Walker reported that the Advisory Committee of Illinois State Normal University had met with the I.S.N.U. Centennial Committee and discussed the proposed budget for this celebration. At that meeting, it was decided that the budget for this celebration should be separate from the regular school budget.

Chairman Walker further reported that the Advisory Committee

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of Illinois State Normal University had decided to bring this matter before the Board for discussion and suggestions.

Chairman Walker then introduced Dr. DeYoung, Executive Secretary of the Centennial Committee. Dr. DeYoung presented the proposed budget for the I.S.N.U. Centennial, which amounted to \$21,810. Dr. DeYoung stated that, at the Advisory Committee meeting held Sunday evening, September 19, it had been decided to omit the \$1,000 for Dr. Fairchild's portrait from this budget and raise the necessary money through contributions.

Considerable discussion was held on the items listed in the proposed budget; particularly on the Town Meeting of the Air and the motion picture equipment.

The Board concurred with Mr. Stipes' suggestions that Dr. DeYoung see if it would not be possible for some local organization to underwrite the Pageant and Town Meeting of the Air; a detailed budget of the Centennial be sent to all members of the Board; and this matter again be taken up at either the October or November Board meeting.

INFORMAL REPORTS OF PRESIDENTS

In addition to the presentation of the informal reports, each of the Presidents reported on the enrollment trends at his respective college and indicated that the colleges will need additional buildings, existing buildings rehabilitated, and additional staff if the colleges are to continue to prepare teachers in a satisfactory manner.

Northern Illinois State Teachers College

Dr. Holmes presented his informal report on Northern Illinois State Teachers College.

Dr. Holmes presented a tabulation analyzing the coal bids Northern Illinois State Teachers College received for 1954-55 in which he had recommended the acceptance of the bids as submitted by the Republic Coal and Coke Company, Delta Mine, for the purchase of coal, in the amount of \$6.7264 per ton, and the Nelson Trucking Company, to haul the coal from the Chicago Great Western siding to the college, in the amount of 90¢ per ton.

Dr. Holmes stated that he would like to change the recommendation he had previously made on the purchase of the coal and recommended the acceptance of the low coal bid submitted by United Electric Company, Fidelity Mine, in the amount of \$6.6032 per ton. (To be paid with funds appropriated for Commodities.)

Mr. Watson moved the acceptance of the following:

Low coal bid submitted by United Electric Company, Fidelity Mine, in the amount of \$6.6032.

Bid submitted by Nelson Trucking Company, in the amount of 90¢ per ton, to haul the coal from the Chicago Great Western siding to the college.

PROCEEDINGS

for Northern Illinois State Teachers College for the year 1954-55. The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Holmes reported on the progress of the new Women's Residence Hall at Northern Illinois State Teachers College, stating that completion of this building will not be until May, 1955.

Dr. Holmes reported that the improvements to the water distribution system and storm and sanitary sewer system on the campus of Northern Illinois State Teachers College will not be completed for another month.

Dr. Holmes reported on the action that has been taken on the motion made at July 19, 1954 meeting concerning the proposed construction of a new sanitary trunk sewer on the West campus of Northern Illinois State Teachers College. He stated that the engineers, S. W. Knetsch and Associates, have submitted preliminary plans to the authorities at Northern; they are proceeding to prepare detailed plans and specifications for Advisory Committee approval, and they are arranging to advertise for bids so that bids may be received and tabulated ready for the consideration of the Board at the October meeting.

Dr. Holmes inquired whether or not the Board has a contract with Schaeffer, Hooton and Wilson, as architects, for all self-liquidating projects at Northern; if not, what is the procedure followed in the engaging of an architect.

Dr. Browne reported that the Board does not have contracts with any architect except when his plans are the ones approved by the Board.

In addition to reporting on the enrollment trends at Northern Illinois State Teachers College, Dr. Holmes reported that on Tuesday, September 14, he and several others had met with Governor Stratton to discuss the needs and problems at Northern; he further stated that the Governor expressed his interest in their discussion.

Eastern Illinois State College

Dr. Buzzard presented his informal report on Eastern Illinois State College and asked that the following changes be made in his report:

On page 3, under Item C. Emergency Positions, paragraph one, fifth line, delete the words "at the full-time rate of \$450 per month."

TEACHERS COLLEGE BOARD

Under SUMMARY, Item 4, a., b., c., and d., change \$450 per month to \$460 per month.

Dr. Buzzard presented the following requests:

EQUIPMENT

- A. Acceptance of the low bid submitted by Chicago Apparatus Company, in the amount of \$7,446 (\$8,506, less trade-in allowance for 4 microscopes of \$1,060, making a total cost of \$7,446) for 32 Bausch and Lomb Microscopes and accessories. (To be paid with funds appropriated for Equipment.)
- B. Acceptance of the low bid submitted by El Bauer Chevrolet Company, in the amount of \$1,382.31, for the trade-in of a Ford flat-bed truck on a new 3/4 ton pickup truck, with the usual accessories. (To be paid with funds appropriated for Equipment.)
- C. On May 17, 1954, Board acceptance was given of the low bid submitted by Morehouse and Wells, in the amount of \$1,988, for one South Bend CL-145-B Lathe. Since this firm is no longer the agency for the South Bend lathes, acceptance is asked of the next low bid submitted by H. J. Volz Machinery Company, in the amount of \$2,000, or an additional cost of \$12.00, for one South Bend CL-145-B Lathe. (To be paid with funds appropriated for Equipment.)

Mr. Summers moved the acceptance of the report on Eastern Illinois State College as presented by Dr. Buzzard, subject to corrections and deletion made. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Buzzard presented the following verbal requests:

1. Approval to spend not to exceed \$1,200 for the purchase and installation of an oil fired furnace to heat the building on the athletic grounds for additional use as a locker room and the Advisory Committee of Eastern Illinois State College be authorized to award contract to lowest bidder. (To be paid with funds appropriated for Equipment.)
2. Approval to spend not to exceed \$2,000 for the purchase of sixty-five (65) large and one hundred thirty (130) small locker units, steel metal construction, and the Advisory Committee of Eastern Illinois State College be authorized to award contract to lowest bidder. (To be paid with funds appropriated for Equipment.)

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Mr. Summers moved the approval of the two foregoing verbal requests made by Dr. Buzzard. The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Illinois State Normal University

Dr. Larsen presented his informal report, together with Supplement, on Illinois State Normal University and asked that the following be added to his report:

3. New Appointments (Replacements)

- o. Mary Lou Young, as Instructor in the Music Department, to replace a member of this department who is in the hospital. The salary rate is \$350 per month.

Dr. Larsen also presented the completed report of Consulting Engineering Service, the heating engineers engaged to study the feasibility of conversion to steam of the heating system in the dormitories at Illinois State Normal University. The report of the heating engineers stated that the result of their inspection showed that the three present steam boilers have capacity to serve the present buildings plus Dunn-Barton Halls, the new Women's Residence Hall now under construction, and the proposed Student Union Building; but these present boilers cannot be expected to give service without excessive maintenance for more than two to four years.

The heating engineers recommended that the authorities at Illinois State Normal University proceed to tie Dunn-Barton Halls and the new Women's Residence Hall now under construction on to the present boiler plant, but that the oil units now in Dunn-Barton Halls be maintained as stand-bys.

Following considerable discussion, Mr. Ropp moved the adoption of the informal report, together with Supplement, on Illinois State Normal University as presented by Dr. Larsen and the report and recommendation submitted by Consulting Engineering Service, heating engineers, as outlined above. The motion was seconded by Mrs. Madlener, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

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Western Illinois State College

Dr. Beu presented his informal report on Western Illinois State College with the following requests:

1. The Teachers College Board name the new men's residence hall at Western Illinois State College "Seal Hall" in honor of the late Harvey Seal who taught at Western for approximately thirty years.
2. Acceptance of the low bid submitted by Ostrom and Maguire Company, in the amount of \$5,964, for rehabilitation of the windows in the Fine and Applied Arts Building. (To be paid with funds appropriated for Rehabilitation and Modernization.)
3. Approval to purchase a Cole Spa six drink vending machine, in the amount of \$1,299.60, as manufactured by the Cole Products Corporation. (To be paid out of the men's residence hall bond issue.)
4. Acceptance of the low bid submitted by Vest Furniture Company, in the amount of \$1,851.12 for six (6) Maytag J2LP washers (metered for quarters and conventional wringer type with pump) and six (6) Maytag dryers (220 volts - not metered; all to be installed by the vendor. (To be paid out of men's residence hall bond issue.)
5. Acceptance of the low bid submitted by Franklin Supply Company, in the amount of \$4,286.25, for 225 Thonet bent plywood chairs, Style 1368-S-17, equipped with 7/8" rubber cushion glides and finished to blend with oak finish of W.I.S.C. men's residence hall. (To be paid out of men's residence hall bond issue.)
6. Acceptance of the low bid submitted by Cole and Kelso, in the amount of \$1,595 (\$2,232.70 less trade-in of \$637.70 on one Ford tractor and one Worthington tractor, making a total of \$1,595) for one 1954 Ford tractor with all standard accessories, rear wheels to be 13 x 24 in., tires to be Firestone; extra accessories to be live P.T.O. installed, stabilizers, rear wheel weights installed, two headlights installed, one taillight installed, liquid in all four tires. (To be paid with funds appropriated for Equipment.)

Mr. Dunbar moved the acceptance of the informal report on Western Illinois State College as presented by Dr. Beu. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

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REPORTS OF COMMITTEES

Mr. Stipes, Chairman of the Finance Committee, reported on the procedure his committee would like to follow in connection with the budgets for the next biennium.

Mr. Stipes stated that, after the budgets have received approval of respective Advisory Committees, the Finance Committee, together with Mr. Walker and Dr. Browne, will meet, probably in the State of Illinois Building in Chicago, as early as possible in November so that the budgets can be presented at the November meeting of the Board.

Mr. Stipes reported that several of the self-liquidating buildings now under construction will soon be to the point where the Board must place its own insurance on these buildings.

Mr. Stipes stated that in the past bids have been taken on insurance, and it has been found that there is no difference in the cost of the various insurance companies so he would like to recommend that the Finance Committee, together with Mr. Samore and the local members of the Board, be authorized to place insurance as needed. The Board concurred with this recommendation.

Dr. Browne recommended that the date for the November meeting be changed to November 22, thus allowing the Finance Committee more time to go over budgets. The Board unanimously agreed on this recommendation. The meeting will be held in Chicago.

Mr. Stipes reminded the members of the Board of the invitation they had received from President Morey for Saturday, September 25, for luncheon and the football game at the University of Illinois. He also stated that all events scheduled for the day are daylight saving time.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 29 as Executive Officer and Educational Coordinator which consisted of four parts; namely, Part I. Teachers College Scholarships; Part II. Capital Improvements during the Current Biennium; Part III. Proposed Policy Concerning Employment of Relatives; Part IV. Enrollments, 1953-54.

Dr. Browne stated that Part I. was reported at the request of one of the Board members who wanted to know about the scholarship law, how it works, and some of the factors that are or are not desirable.

Concerning Part II., Dr. Browne stated that the main project during this biennium is the Science Building at Western Illinois State College. It is expected that \$350,000 or more of the appropriation for this project will lapse, and Dr. Browne thought the Board and the administration at Western should be commended on this project.

Dr. Browne distributed photographs showing the development of some of the various capital improvements now under construction.

On rehabilitation and modernization, Dr. Browne stated that the

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original appropriation was \$225,000. The Board has already authorized the use of \$192,776, and the balance of this appropriation is to be reserved for rehabilitating certain science rooms in the Main Building at Western Illinois State College and for additional necessary work at Eastern Illinois State College.

On bond revenue, Dr. Browne pointed out that the most noteworthy achievement has been the success of the Board in building dormitories at a low cost.

For the information of the legislators present, Mr. Stipes spoke on the bond revenue projects, stating that any money held in reserve at the colleges has been invested in bonds on which interest is received. He further stated that the Board has been very conservative in the bond issues they have approved, making sure that it will never be necessary to fall back on the General Assembly for help.

On Part III. of his report, Dr. Browne presented the following recommendation:

"Employment shall not be given to more than one member of the same family. ('Members of the same family' shall mean all relationships by blood or marriage closer than but not including first cousins.) Exceptions to this rule may be made for temporary or probationary employees by the respective presidents, but no such employee may acquire tenure without specific approval of the Board. But in no case should two persons in the same family be employed in the same office or department."

Following some discussion, Mr. Dunbar moved the adoption of the foregoing recommendation regarding the policy of employment of relatives. The motion was seconded by Mrs. Madlener, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Absent |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Concerning Part IV. of his report, Dr. Browne reported on the preliminary enrollments for the Fall term, 1954, as of September 18, of the four colleges under the supervision of the Teachers College Board. The enrollments are as follows:

| | |
|----------|-------|
| Eastern | 1,666 |
| I.S.N.U. | 2,612 |
| Western | 1,836 |
| Northern | 2,158 |

or an increase of 20.4% for the four colleges as of a comparable date in 1953.

Dr. Browne also reported that on July 22, 1954 President Morey

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asked the Presidents of the six State supported colleges and universities to meet to discuss biennial budgets. The Presidents were instructed to report to their respective Board the following statement, which is the opinion of the Joint Council and for Board information only:

"The Joint Council on Higher Education, being fully aware of the financial situation confronting the State of Illinois, and desiring to make no requests that are not completely defensible, nevertheless, unanimously recognizes the urgent need for salary adjustments lest the quality of instruction and research in the institutions suffer materially.

"This urgent need for salary adjustments has grown out of the following factors:

- A. Salaries in Illinois colleges and universities have fallen behind those of comparable institutions in other states.
- B. Our colleges are falling behind competitively in the recruitment and retention of qualified staff.
- C. The status of the teacher has suffered in comparison with other professions.
- D. Salary levels have not kept pace with increases in the cost of living.

"The Council agrees that funds for salary adjustments should be applied with consideration for blanket increases but primarily on the merit principle."

In the absence of Mr. Summers, Chairman of the Building Committee, Mr. Stipes mentioned the matter of sites for any new buildings.

Mr. Stipes moved that proposed sites on each campus for new buildings of any type shall be chosen by action of the Teachers College Board. The motion was seconded by Mr. Watson, and unanimously carried.

Chairman Walker called on Senator Smith at this time for any comments or suggestions he had.

Senator Smith stated he was impressed with all of the time this Board gives to all money matters and the Board is doing a marvelous job of handling expenditures.

Chairman Walker called on the other members of the legislative committee present for a few words. They all agreed with the statements already made by Senator Smith; also agreed that this joint meeting was a splendid idea.

Chairman Walker told the members of the legislative committee that the credit for this joint meeting goes to Mr. Stipes.

Mr. Stipes stated that, although it is true that most of the Teachers College Board's meetings are concerned with money matters, there is one meeting a year which is turned over to the Presidents

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and Dr. Browne for educational discussions.

There being no further business before the Board, Chairman Walker adjourned the meeting until the next scheduled meeting on Monday, October 18, at Eastern Illinois State College, Charleston, Illinois.

Lewis M. Walker, Chairman

Chas. G. Lanphier, Secretary

REPORT OF THE EASTERN ILLINOIS STATE COLLEGE October 17-18, 1954

The following report concerning the Eastern Illinois State College is presented for your consideration:

I. STUDENTS

A. Summer Term 1954 Enrollment

| | Men | Women | Total | Total One Year Ago |
|------------------------|------------|------------|------------|-----------------------|
| 1. College — Residence | | | | |
| Graduates | 107 | 57 | 164 | 113 |
| Undergraduates | 238 | 329 | 567 | 490 |
| | <u>345</u> | <u>386</u> | <u>731</u> | <u>603</u> |
| 2. College — Extension | | | | |
| a. On-Campus | | | | |
| Regular (8 weeks) | 6 | 11 | 17 | 14 |
| Workshop | 2 | 19 | 21 | 38 |
| | | | Art | 5 |
| | | | Music | |
| | <u>8</u> | <u>30</u> | <u>38</u> | <u>57</u> |
| b. Off-Campus | | | | |
| Field Tour | 2 | 22 | 24 | 22 |
| Educ. — Vandalia | 3 | 22 | 25 | 16 |
| Music — Onley | 3 | 15 | 18 | 15 |
| Math. — Flora | 5 | 11 | 16 | 30 |
| S. S. — Kankakee | 1 | 33 | 34 | 34 |
| | <u>14</u> | <u>103</u> | <u>117</u> | <u>117</u> |
| Total Extension | 22 | 133 | 155 | 174 |

B. Scholarship Report - Summer Term 1954

The following number of scholarships were recognized for the summer term of 1954 and requisition will be made for student activity fees as follows:

| | |
|----------------------------------|------------|
| 1. Teachers College Scholarships | 97 |
| 2. Military Scholarships | 68 |
| | <u>165</u> |

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C. Fall Term Enrollment, 1954

1. College – Residence

| | <u>Men</u> | <u>Women</u> | <u>Total</u> | <u>Total One Year Ago</u> |
|--------------|------------|--------------|--------------|-------------------------------|
| Freshmen | 477 | 289 | 766 | 508 |
| Sophomores | 231 | 146 | 377 | 315 |
| Juniors | 153 | 102 | 255 | 183 |
| Seniors | 90 | 88 | 178 | 199 |
| Unclassified | 9 | 2 | 11 | 8 |
| Graduates | 6 | 3 | 9 | 8 |
| | <u>966</u> | <u>630</u> | <u>1,596</u> | <u>1,221</u> |

2. College – Extension

a. On-Campus

| | | | | |
|---------------|-----------|-----------|-----------|-----------|
| Graduate | 25 | 22 | 47 | 80 |
| Undergraduate | 1 | 36 | 37 | 12 |
| | <u>26</u> | <u>58</u> | <u>84</u> | <u>92</u> |

b. Off-Campus (enrollments to date)

| | | | | |
|---------------------|-----------|------------|------------|------------|
| Ed. – Newton | 9 | 11 | 20 | |
| I. A. – Villa Grove | 4 | 6 | 10 | |
| Ed. – Effingham | 7 | 21 | 28 | |
| H. Ed. – Flora | 8 | 14 | 22 | |
| Ed. – Nokomis | 1 | 14 | 15 | |
| Sp. – Mt. Carmel | 3 | 10 | 13 | |
| Ed. – Olney | 7 | 14 | 21 | |
| Mus. – Shelbyville | 1 | 25 | 26 | |
| Art – Toledo | 1 | 32 | 33 | |
| Ed. – Vandalia | 4 | 23 | 27 | |
| | <u>45</u> | <u>110</u> | <u>215</u> | <u>294</u> |

Total – Extension

| | | | |
|----|-----|-----|-----|
| 81 | 168 | 299 | 386 |
|----|-----|-----|-----|

3. Eastern State High School

| | <u>Boys</u> | <u>Girls</u> | <u>Total</u> | <u>Total One Year Ago</u> |
|------------|-------------|--------------|--------------|-------------------------------|
| Freshmen | 6 | 22 | 28 | 35 |
| Sophomores | 16 | 14 | 30 | 29 |
| Juniors | 13 | 13 | 26 | 37 |
| Seniors | 15 | 18 | 33 | 44 |
| Total | <u>50</u> | <u>67</u> | <u>117</u> | <u>145</u> |

4. Campus Elementary School

| | | | | |
|-------------|------------|------------|------------|------------|
| Grade One | 16 | 16 | 32 | 33 |
| Grade Two | 17 | 17 | 34 | 27 |
| Grade Three | 15 | 16 | 31 | 33 |
| Grade Four | 14 | 16 | 30 | 27 |
| Grade Five | 17 | 9 | 26 | 30 |
| Grade Five | 11 | 12 | 23 | |
| Grade Six | 13 | 19 | 32 | 26 |
| Grade Seven | 12 | 15 | 27 | 29 |
| Grade Eight | 17 | 13 | 30 | 31 |
| Total | <u>132</u> | <u>133</u> | <u>265</u> | <u>236</u> |

D. Veteran Enrollment, Fall Quarter, 1954

| | <u>1954</u> | <u>1953</u> |
|----------------------------|-------------|-------------|
| Under Public Law No. 550 | 264 | 108 |
| Under Public Law No. 346 | 3 | 16 |
| Under Public Law No. 16 | 4 | 3 |
| Under Military Scholarship | 10 | 10 |
| Total | <u>281</u> | <u>138</u> |

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E. Enrollment by Counties, Fall Quarter, 1954

Fifty-three of the 102 counties of Illinois are represented in the student body of 1954-55, with 28 counties sending ten or more students. Coles County leads with 307 students, practically 19 per cent of the student body. Vermillion contributes 118; Cook, 73; Crawford, 60; Edgar, 64; Clark, Fayette and Lawrence, each 60; Cumberland, 53; Moultrie, 52; Effingham, 51; and Douglas, 50. All others contribute less than 50 students each. The twenty-eight counties sending ten or more students are:

| | | | | | |
|----------------------|-----|----------------------|----|---------------------|----|
| Coles | 307 | Moultrie | 52 | Jasper | 33 |
| Vermillion | 118 | Effingham | 51 | Champaign | 30 |
| Shelby | 82 | Douglas | 50 | Piatt | 22 |
| Cook | 73 | Christian | 44 | Clay | 21 |
| Crawford | 69 | Macon | 37 | Sangamon | 17 |
| Edgar | 64 | Macoupin | 37 | Kankakee | 15 |
| Clark | 60 | Richland | 36 | Edwards | 13 |
| Fayette | 60 | Wabash | 35 | Madison | 10 |
| Lawrence | 60 | Montgomery | 34 | Iroquois | 10 |
| Cumberland | 53 | | | | |

Eight states outside Illinois contribute twelve students. Costa Rica and India are represented with one student each.

F. Enrollment by Curricula, Fall Quarter, 1954

| <u>Curricula</u> | <u>Fr.</u> | <u>So.</u> | <u>Jr.</u> | <u>Sr.</u> | <u>Total</u> | <u>Total One Year Ago</u> |
|----------------------------------|------------|------------|------------|------------|--------------|---------------------------|
| Four-Year Curricula | | | | | | |
| Art | 8 | 11 | 11 | 6 | 36 | 41 |
| Botany | 9 | 10 | 10 | 2 | 31 | 43 |
| Business Education | 154 | 95 | 38 | 35 | 322* | 227 |
| Chemistry | 13 | 10 | 10 | 4 | 37* | 36 |
| Elementary Education | 94 | 35 | 39 | 33 | 201* | 152 |
| English | 26 | 11 | 9 | 10 | 56* | 29 |
| Foreign Language | 3 | 3 | 7 | 2 | 15 | 17 |
| General College | — | 1 | — | — | 1* | 0 |
| Geography | 4 | 2 | 5 | 2 | 13 | 15 |
| Home Economics | 34 | 14 | 17 | 15 | 80* | 74 |
| Industrial Arts | 59 | 23 | 14 | 14 | 110* | 68 |
| Mathematics | 28 | 9 | 10 | 4 | 51* | 30 |
| Music | 29 | 18 | 17 | 6 | 70* | 55 |
| Phys. Ed. — Men | 63 | 29 | 30 | 12 | 134* | 106 |
| Phys. Ed. — Women | 16 | 23 | 8 | 6 | 53* | 51 |
| Physics | 4 | 10 | 2 | — | 16 | 21 |
| Social Science | 41 | 16 | 16 | 10 | 83* | 50 |
| Speech | 13 | 12 | 7 | 14 | 46 | 50 |
| Zoology | 10 | 4 | 6 | 6 | 26 | 26 |
| Total | 608 | 336 | 256 | 181 | 1381 | 1091 |
| Less Students with Double Majors | 1 | 3 | 1 | 3 | 8 | 8 |
| Total | 607 | 333 | 255 | 178 | 1373 | 1083 |

PROCEEDINGS.

| Curricula | Fr. | So. | Jr. | Sr. | Total | Total One Year Ago |
|--------------------------------------|-----|-----|-----|-----|-------|--------------------|
| Two-Year Curricula | | | | | | |
| Two-Year General | 38 | 7 | — | — | 45* | 39 |
| Pre-Agric., Hort., Flor., & Forestry | 16 | 3 | — | — | 19* | 10 |
| Pre-Chem. Eng. | 5 | — | — | — | 5* | 1 |
| Pre-Conservation | 1 | 2 | — | — | 3* | 0 |
| Pre-Dental | 7 | 2 | — | — | 9* | 5 |
| Pre-Dietetics | — | — | — | — | 0* | 1 |
| Pre-Engineering | 55 | 20 | — | — | 75* | 44 |
| Pre-Geology | 6 | 1 | — | — | 7* | 0 |
| Pre-Journalism | 7 | 2 | — | — | 9* | 4 |
| Pre-Med. Lab. Tech. | 3 | 3 | — | — | 6* | 5 |
| Pre-Law | 6 | 1 | — | — | 7 | 7 |
| Pre-Medicine | 12 | 3 | — | — | 15* | 6 |
| Pre-Nursing | 1 | — | — | — | 1* | 0 |
| Pre-Pharmacy | 2 | — | — | — | 2* | 0 |
| Total | 159 | 14 | — | — | 203 | 122 |
| Unclassified | | | | | 11 | 8 |
| Graduate Students | | | | | 9 | 8 |
| Grand Totals | 766 | 377 | 255 | 178 | 1596 | 1221 |

(* Indicates departments showing increase over last year.)

G. Per-Capita Cost for 1953-54

| Period | Educational Load | |
|-----------------------------|------------------|--------------|
| | Enrollment | Credit Hours |
| Summer Term, 1953 | 603 | 7,236 |
| Residence Extension | 57 | 228 |
| Shelbyville Workshop | 44 | 176 |
| Olney Workshop | 15 | 60 |
| Hillsboro Workshop | 16 | 64 |
| Flora Workshop | 30 | 120 |
| Field Study Courses | 22 | 88 |
| Fall Quarter, 1953 | 1,221 | 19,536 |
| Extension, first-half year | 386 | 1,544 |
| Winter Quarter, 1953-54 | 1,204 | 19,264 |
| Spring Quarter, 1954 | 1,173 | 18,768 |
| Extension, second half-year | 347 | 1,388 |
| | 5,118 | 68,472 |

Dividing 68,472 by 48 equals 1426.5, which is regarded as the equivalent student enrollment for nine months.

| | Expenditures | | Total |
|----------------------------|--------------|-----------|--------------|
| | Gen. Rev. | Income | |
| Personal Services | 1,157,566.99 | 45,498.40 | 1,203,065.39 |
| Contractual Services | 56,036.87 | 478.00 | 56,514.87 |
| Postage | 3,103.00 | | 3,103.00 |
| Travel | 15,549.78 | 6,778.54 | 22,328.32 |
| Commodities | 50,710.60 | 5,711.94 | 56,422.54 |
| Equipment | 41,907.57 | | 41,907.57 |
| Stationary, Printing, etc. | 9,886.03 | | 9,886.03 |
| Total | 1,334,787.84 | 58,466.88 | 1,393,254.72 |

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Total expense of \$1,393,254.72 divided by 1426.5, the weighted equivalent enrollment, equals \$976.48, the per capita cost for 1953-54.

Comparison of the weighted enrollment for calculating per capita cost and the per capita cost for the last ten years is as follows:

| <u>Year</u> | <u>Weighted Enroll.</u> | <u>Per Capita Cost</u> |
|-------------|-------------------------|------------------------|
| 1953-54 | 1426.5 | 976.48 |
| 1952-53 | 1322.6 | 1107.60 |
| 1951-52 | 1322.2 | 942.92 |
| 1950-51 | 1528.0 | 742.13 |
| 1949-50 | 1705.6 | 630.16 |
| 1948-49 | 1709.02 | 560.31 |
| 1947-48 | 1614.08 | 486.92 |
| 1946-47 | 1425.6 | 479.96 |
| 1945-46 | 619.25 | 805.55 |
| 1944-45 | 449.41 | 943.22 |

H. Graduates, August 5, 1954.

The following students completed the requirements for the degree of Bachelor of Science in Education and were graduated as of August 5, 1954:

| | |
|--|-------------|
| Allard, Grace | Noble |
| Social Science: English | |
| Austin, Linnie Elizabeth | Effingham |
| Elementary Education: Social Science | |
| Baker, Elizabeth Browning | Montrose |
| Elementary Education: Social Science | |
| Bethard, Ruby Irene | Harvel |
| Elementary Education: Social Science | |
| Bickers, Eldon Gail | Windsor |
| Elementary Education: Social Science | |
| Boldrey, Stella Mae | Charleston |
| Elementary Education: Social Science | |
| Bonati, Gena | Hillsboro |
| Elementary Education: Social Science | |
| Brennan, Edward A. | Chicago |
| Art: Business Education | |
| Bushue, Gerald Archibald | Flora |
| Elementary Education: Social Science | |
| Carpenter, Dolores June | Shelbyville |
| Business Education: Social Science | |
| Cheek, Ethel Lucille | Mattoon |
| Elementary Education: Social Science | |
| Clay, Vera Earleen Fredrickson | Danville |
| English: Speech | |
| Cougill, Opal Lowry | Greenup |
| Elementary Education: Social Science | |
| Crum, Ruth Olive | Humboldt |
| Elementary Education: Art | |
| Danley, William L. | Lincoln |
| Business Education: Journalism | |

PROCEEDINGS

| | |
|--|-----------------|
| Davenport, Robert William | Carllinville |
| Social Science: Geography | |
| Durston, Eula Frances | Witt |
| Elementary Education: Social Science | |
| Finical, James Eugene | Urbana |
| Business Education: Social Science | |
| Fitch, Ralph Delmar | Casey |
| Industrial Arts: Physics | |
| Foltz, Robert Glenn | Oakland |
| Chemistry: Physics | |
| Frame, Daniel Glenn | Hillsboro |
| Social Science: Mathematics | |
| Frame, Kathryn Evans | Hillsboro |
| Elementary Education: Social Science | |
| Frattura, Mariann | Chicago Heights |
| Mathematics: Social Science | |
| Funkhouser, Barbara Jean | Hume |
| Home Economics: Library | |
| Hall, Jean Smith | Litchfield |
| Speech: Social Science | |
| Hardiek, Naoma LaFern Newman | Effingham |
| Elementary Education: Social Science | |
| Hardy, Phyllis Diane | Quincy |
| Art: Business Education | |
| Hendershot, Gladys Woods | Newman |
| Elementary Education: Social Science | |
| Hoskins, Wilda Arlene | Sullivan |
| Physical Education: Art | |
| Householder, Daniel Lee | Dundas |
| Industrial Arts: Speech | |
| Howerton, Oakley Woodrow | Danville |
| Elementary Education: Social Science | |
| Hutton, William Martin | Charleston |
| Elementary Education: Social Science | |
| Kirby, Robert Wilbur | Mason |
| Speech: Geography, Social Science | |
| Lake, George Gilbert | Bridgeport |
| Music | |
| Lamkin, Grace Schumaker | Sigel |
| Elementary Education: Social Science | |
| McAllister, Ersie Opal | Charleston |
| Elementary Education: Social Science | |
| Mizener, Mildred Jean Carr | Charleston |
| Elementary Education: Social Science | |
| Montross, Walter William | Paris |
| Industrial Arts: Social Science | |
| Moore, Virgil Dale | Danville |
| Zoology: Botany, Spanish | |
| Moran, Dorothy Isabell | Mattoon |
| Elementary Education: Social Science | |
| Neff, Gertrude Lynch | Charleston |
| Music: Art | |

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| | |
|--|-------------|
| Nettleship, Tempa Gerhart | Hillsboro |
| Elementary Education: Social Science | |
| Otey, Dorothy Louise McComb | Robinson |
| Elementary Education: English | |
| Porter, Eleanor Elizabeth Young | Hindsboro |
| Elementary Education: Social Science | |
| Powers, Joan Antoinette | Chicago |
| Business Education: Social Science | |
| Pulliam, Berl Dean | Effingham |
| Business Education: Social Science | |
| Ragsdale, Elva Mae | St. Elmo |
| Elementary Education: Social Science | |
| Rardin, Jack Arthur | Charleston |
| English: Social Science, Journalism | |
| Roland, Marilyn Welch Pinson. | Ramsey |
| Elementary Education: Social Science | |
| Rumold, Charles Carey | Mattoon |
| Social Science: Geography | |
| Skadden, Dorothy Lucille Armes | Springfield |
| Home Economics: Art | |
| Summerville, Joe Byron | Champaign |
| Industrial Arts: Physical Education, Social Science | |
| Tedford, Anita Fern | Robinson |
| Physical Education: Social Science, Health Education | |
| Tesson, Ada Doty | Mattoon |
| Elementary Education: Social Science | |
| Thoms, Omer Virgil | Mattoon |
| Elementary Education: Social Science | |
| Thompson, Grace Isabel | Oblong |
| Elementary Education: Social Science | |
| Thornton, Phillip Thomas | Taylorville |
| Elementary Education: English, Social Science | |
| Walker, Richard William. | Glenview |
| Physical Education: Social Science | |
| Weatherford, Richard Lee | Tuscola |
| Chemistry: Zoology | |
| Younger, Mariann Lee Dana | Mt. Pulaski |
| Speech: English, Social Science | |

Men - 24

Women - 36

Total - 60

The following students completed the requirements for the Junior College Diploma:

| | |
|-----------------------------------|------------|
| Brooks, George Clifford | Georgetown |
| Kingery, Marshall Kent | Jewett |

The following students completed requirements for the degree of Master of Science in Education and were graduated as of August 5, 1954:

| | |
|--|---------------|
| Barger, Kathryne Eloise Rhodes | Lerna |
| Briggs, George Smith | Edwardsville |
| Browne, Jennie Fern | Lerna |
| Burrus, Lester Bernard | Pleasant Hill |
| Byers, Paul Ray | Claremont |

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| | |
|---------------------------------------|--------------|
| Comstock, Eleanor | Ashmore |
| Davisson, Donald Walter | Collinsville |
| Foreman, Stella Shrader | Charleston |
| Foster, Richard Brandon | Fairfield |
| Griffin, Raymond Vernon | Paris |
| Guy, Frances Rousch | Palestine |
| Hittmeier, Glenn Elmer | Mt. Olive |
| Ikemire, Jean Farris | Findlay |
| Isom, William Marvin | Humboldt |
| Klaus, Loren Eugene | Elkhart |
| Lathrop, Gail Lavern | Effingham |
| Miller, Jack Eugene | Livingston |
| Moore, Charles Emmett | Decatur |
| Roberts, Hazel Ida Anderson | Ashmore |
| Robinson, Dale Edlred | Edwardsville |
| Smith, Alma Marjorie | Casey |
| Stepping, Henry | Casey |
| Stivers, Louis, Jr. | Olney |
| Weaver, Lena Ida | Charleston |
| Whitson, Perry Edward, Jr. | Pana |
| Williams, Carl Wayne | Charleston |
| Winkleblack, Robert Glen | Charleston |
| Woolford, Mary Elizabeth | Charleston |

Men - 19

Women - 9

Total - 28

II. FACULTY

A. Replacements

1. Stuart A. Anderson, B.S. Stout Institute, 1935; M. Ed., Marquette State University, 1949; Ph. D., University of Wisconsin, 1948; replacing Dr. Hans C. Olsen as Director of Teacher Training at a salary of \$8280 for twelve months. Dr. Anderson will hold the rank of Professor.
2. Winslow G. Fox, B. S., University of Chicago, 1945; M. D., University of Chicago, 1948; replacing Dr. Lauro Montemayor, resigned, as Associate Professor and Director of College Health Service, at a salary of \$8400 for twelve months.
3. Newell L. Gates, B.S., Ohio State University, 1934; M. A., 1935; Ph. D., 1951; replacing Blanche C. Thomas, on disability leave, as Associate Professor and College Registrar at a salary of \$7200.00 for twelve months.
4. Beverly Knowlton, B. S., Iowa State College, 1954; replacing Doris M. Downs, resigned, as Faculty Assistant and Dietician of Pemberton Hall at a salary of \$3150 for nine months, plus \$25.00 per month board allowances.
5. Harry J. Merigis, B. Ed., Plattsburg, New York, State Teachers College, 1947; Ed. D., University of Oklahoma, 1954; replacing Dr. William Knox, resigned, as Associate Professor and Principal of the Campus Elementary School at a salary of \$5220 for nine months, effective August 16, 1954.

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6. Clyde M. Morris, B. S. Ed., University of Wisconsin, 1947; M. S., 1948; graduate study at University of Wisconsin; replacing Maurice Stump, resigned, as Assistant Professor and Supervisory Teacher of the Seventh Grade at a salary of \$4770 for nine months, effective August 16, 1954.
7. Harold O. P. Pinther, Jr., B. S., Central Wisconsin State College, 1950; M. S., University of Wisconsin, 1954; replacing John Nanovsky, resigned, as Instructor of Physical Education for Men at a salary of \$4320 for nine months, effective August 23, 1954.

B. Substitutes

1. William M. Armstrong, A. B., Bradley University, 1947; M. A., Louisiana State University, 1949; Ph. D., Stanford University, 1954; as Substitute Assistant Professor of Social Science for Dr. Charles H. Coleman, on sabbatical leave, at a salary of \$4950 for nine months.
2. N. Lynn Barber, B. A., University of Texas, 1945; M. S., University of Houston, 1948; as Instructor and Supervisory Teacher of High School Social Science for Dr. Albert Brown, substituting for Miss Ruby Harris on leave, at a salary of \$4320 for nine months.
3. Arthur M. Fish, A. B., Western Michigan College of Education, 1943; A. M., University of Michigan, 1949; A. M. L. S., University of Michigan, 1954; as Substitute Instructor and Librarian for James G. Eberhardt, on sabbatical leave, at a salary of \$4320 for nine months.
4. Marie G. Fowler, B. S., West Texas State College, 1927; M. S., Iowa State University, 1935; as Substitute Instructor of Home Economics in the Eastern State High School at a salary of \$4500 for nine months. Mrs. Fowler is continuing as a substitute for the final year of Eastern State High School.

C. New Position

1. Sarah E. Fredenberger, B. S. in Ed., Eastern Illinois State College, 1946; M. Ed., George Peabody College for Teachers, 1954, as Instructor and Supervisory Teacher of Fifth Grade, for the additional fifth grade set up this year, at a salary of \$4500 for nine months.

D. Emergency Positions

In order to meet the demand for more classes in English, business education, social science, industrial arts, and mathematics due to the marked increase in freshman enrollment, we recommend the employment of the following persons on whole or part-time basis at the full-time rate of \$460 per month, with teaching load and salary adjusted as needed.

1. Mrs. Dorothy L. Countryman, B. Ed., Illinois State Normal University, 1932; A. M., University of Illinois, 1940. A super-

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visory teacher in high school English until her marriage to Mr. Calvin Countryman, Assistant Professor of Art. (For college freshman English, full-time)

2. Mrs. Lucina P. Gabbard, A. B., Louisiana State University, 1942; A. M., State University of Iowa, 1947. A former instructor in college speech and English. For the last two years part-time Instructor in College English, State University of Iowa. Wife of Dr. Glendon Gabbard, Associate Professor of Speech (Dramatics). (For college freshman English, full-time)
3. Mrs. Esther D. Ross, B. S. in Ed., Ohio State University, 1930; M. S. in Ed., Eastern Illinois State College, 1953. Mrs. Ross has substituted for several years in English, speech and business education. She is the wife of Dr. J. Glenn Ross, Professor of Speech. (For college business education, full-time)
4. Mrs. Elizabeth H. Thut, B. S., Teachers College, Columbia University, 1928; A. M., Teachers College, Columbia University, 1933. Mrs. Thut was supervisory teacher in history before her marriage to Dr. H. F. Thut, Professor of Botany. (For high school supervisory teacher in social science, full-time)
5. Robert B. Thrall, B. Ed., Eastern Illinois State Teachers College, 1934; M. S., University of Illinois, 1938. Mr. Thrall was part-time Instructor in industrial arts for several years. (For college industrial arts, one-third time)
6. Harold F. Marker, B. Ed., Eastern Illinois State Teachers College, 1934; M. S., University of Illinois, 1938. Mr. Marker has had several years of teaching experience and is held in high esteem by Eastern's faculty. (For college freshman mathematics, one-third time)

We request these persons on a temporary basis, for 1954-55 only.

E. Faculty Assistants

1. Lucille N. McKenna, A. M., Faculty Assistant in the Music Listening Room of Booth Library at a salary of \$200 per month. Mrs. McKenna held this position last year.
2. Nancy Bormann, A. M., Faculty Assistant, part-time, in the Department of Physical Education for Women at a salary of \$90 per month.
3. Mary B. Shull, M. M., Faculty Assistant in the Department of Physical Education for Women at a salary of \$270 per month.

F. Substitute Instructor List for 1954-55

The following persons are recommended for substitute service on a per diem basis, as needed: (This list is in lieu of the list presented on page 4 of the April 19, 1954, Report.)

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1. Mrs. Beth Blackford, B. S.
2. Mrs. Rebecca Blackford, B. Ed.
3. Mrs. Alice Cavins, A. B.
4. Mrs. Geneva Dvorak, B. S.
5. Mrs. Linella Edwards, A. B.
6. Mrs. Doris K. Foreman, A. B.
7. Mrs. Lucille Klehm, B. S.
8. Mrs. Margaret Moler, M. S.
9. Mrs. Rosemary Pisaro, B. S.
10. Mrs. Virginia Rouse, B. Ed.
11. Mrs. Harriet N. Steele, B. S.
12. Mrs. Patsy Stover, M. A.
13. Mrs. Norma Sunderman, B. S.
14. Mrs. Wildeana Van Horn, B. Ed.

III. CLASSIFIED EMPLOYEES

A. Replacements

1. Roseanne Franke, Clerk Stenographer I, employed at a salary of \$160.00 per month, effective July 12, 1954, replacing Patricia Barche, resigned.
2. Ruth Disque, Clerk Typist I, employed at a salary of \$155.00 per month, effective August 18, 1954, replacing Cecelia Ann Siverly, resigned.
3. Barbara Thrash, Clerk Stenographer I, employed September 7, 1954, at a salary of \$160.00 per month, replacing Jeanie Wallace, on leave.
4. Virginia Preston, Clerk Stenographer I, employed at a salary of \$160.00 per month, effective September 8, 1954, replacing Janet Ozier, transferred.
5. Janet Ozier, Clerk Stenographer I, transferred to Office of the Dean, effective August 23, 1954, replacing Nancy Jamnik, resigned.
6. Ruth B. Fulk, Clerk Typist I, employed at a salary of \$155.00 per month, effective September 7, 1954, replacing E. Lucille Roby, on leave.
7. June H. Lacy, Clerk Stenographer I, employed at a salary of \$170.00 per month, effective September 27, 1954, replacing Mary M. Rennels, resigned.
8. Ada Orvedahl, Clerk Stenographer I, employed at a salary of \$160.00 per month, effective September 10, 1954, replacing Rogene B. Borden, resigned.
9. Venatta N. Wilson, Cook's Helper, employed at a salary of \$150.00 per month plus maintenance, effective September 1, 1954, replacing Elizabeth Reami, resigned.
10. Mary Ellen Andrews, Clerk Typist I, employed at a salary of \$155.00 per month, effective October 1, 1954, replacing Donna Ellis, resigned.

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B. Resignations (Items 1-3 and 5-7 as listed in Sept. 20, 1954, Rep.)

1. Rogene B. Borden, Clerk Typist I, resigned effective August 31, 1954.
2. Cecelia Ann Siverly, Clerk Typist I, resigned effective August 16, 1954.
3. Nancy Jamnik, Temporary Secretary (Level I), resigned effective August 31, 1954.
4. Mary M. Rennels, Clerk Typist I, resigned effective October 5, 1954.
5. Donna Ellis, Clerk Typist I, resigned effective September 30, 1954.
6. Harriet Boles, Temporary Clerk Stenographer I, resigned effective August 2, 1954.
7. Elizabeth Reami, Cook, resigned effective July 1, 1954.

C. Leaves of Absence

1. Jeanie Wallace, Clerk Stenographer I, on leave effective October 1, 1954.
2. E. Lucille Roby, Clerk Stenographer I, on leave effective August 31, 1954, to January 1, 1955.

IV. ORGANIZATION: No Report

V. CURRICULUM: No Report

VI. BUILDINGS AND GROUNDS

A. Equipment approved for purchase from Equipment-General Revenue under favorable action by the Advisory Committee is listed as follows:

1. Thirty-two Bausch and Lomb Microscopes and accessories for the Zoology Laboratory.

| | |
|--------------------------------------|-----------------|
| a. General Biological Supply Company | \$8,659.80 |
| Less trade-in for 4 microscopes | <u>125.00</u> |
| | \$8,534.80 |
| b. Bausch and Lomb Optical Company | \$8,381.00 |
| c. Chicago Apparatus Company | \$8,506.00 |
| Less trade-in for 4 microscopes | <u>1,060.00</u> |
| | \$7,446.00 |

Purchase made from Chicago Apparatus Company at the low bid of \$7,446.00

2. Purchase of 3/4 ton pickup truck

Bids were received as follows for the trade-in of the Ford flat-bed truck on a new 3/4 ton pickup truck, with the usual accessories:

TEACHERS COLLEGE BOARD

| | | |
|--|-----------|----------|
| 1. Lindley Chevrolet Co., Charleston | Chevrolet | 1,416.00 |
| 2. El Bauer Chev. Co., Decatur | Chevrolet | 1,382.31 |
| 3. Sullivan Chevrolet Co., Champaign | Chevrolet | 1,576.46 |
| 4. McArthur Motor Sales, Charleston | Ford | 1,699.00 |
| 5. Tom Purvis, Mattoon | Ford | 1,538.00 |
| 6. International Harvester, Charleston | Inter. | 1,528.78 |

Purchase of a Chevrolet was made from the El Bauer Chevrolet Company of Decatur, Illinois, at the low bid of \$1,382.31.

3. Correction in cost of equipment authorized for purchase on May 17, 1954.

Among the equipment for the Industrial Arts Department authorized for purchase on May 17, 1954, was Item No. 3 one South Bend CL-145-B Lathe, without trade-in, for \$1988, with the low bid by Morehouse and Wells of Decatur. This firm notified us that they were no longer the agency for the South Bend lathes and we had to make the purchase elsewhere.

The Board Report of May 17 shows the H. J. Volz Machinery Company as next low bidder on this lathe at \$2,000 or an additional cost of \$12.00. This added expenditure was approved by the local board member and the central office and purchase made on this basis.

4. Purchase of one oil-fired furnace with jacket and blower with B. T. U. rating 225,000 to 250,000, complete with high pressure oil burner, draft regulator, thermostat, stack control combination blower and high limit control, for Football Field House. Bids were received as follows:

| | |
|--|------------|
| a. Roy Eaton Plumbing and Heating, Mattoon | \$1,265.00 |
| b. Beavers and Cougill, Charleston | 1,090.00 |
| c. The Wilson Company, Mattoon | 1,190.00 |

We recommend that Beavers and Cougill of Charleston be given the contract at the low bid of \$1,090 for the furnace completely installed.

5. Purchase of steel lockers for the Men's Gymnasium, (a) 65 large, 12"x15"x60", and (b) 130 units, 9"x15"x30", equipped with number plates, pad lock attachment, etc. Bids were received as follows:

| | |
|--|------------|
| a. Jack Sheean, Bloomington | \$1,941.88 |
| b. W. M. Putnam, Bloomington | 1,990.30 |
| c. Len A. Maune Company, St. Louis | 2,082.60 |

We recommend that the low bid of \$1,941.88 by Jack Sheean of Bloomington be accepted.

- B. The rehabilitation of Coal Bunkers, Condensate Tank, etc., in the heating plant nears completion. The same circumstance holds the change in heating in the Main Building.

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- C. Continued difficulty with the wiring of the stage, Lantz Gymnasium, and a second near accident through a short-circuiting of electric power, brings the need for overhauling and replacing this wiring to immediate need. A survey made by Dr. Walter Dewey, consultant in stage lighting, State University of Iowa, sets \$9,462.00 as the probable cost. Permission to secure competitive bids and refer the item for consideration as a part of the rehabilitation program.

VII. AUXILIARY ENTERPRISES:

A summary of the four Auxiliary Enterprise projects for the fiscal year 1953-54 shows a bank balance of \$11,014.02 as of June 30, 1954, plus an investment in U. S. A. certificates of indebtedness of \$115,025.24.

Fiscal Year Ending June 30, 1954

Income:

Operating Income:

| | | |
|--|------------------|-----------------|
| Cafeteria | \$45,222.50 | |
| Pemberton Hall | 47,085.90 | |
| Textbook Library | 33,968.35 | |
| Housing | <u>45,488.29</u> | |
| Total Operating Income | | \$171,865.54 |
| Interest on Investments | | 707.97 |
| Due Cafeteria from Ed. Oper. Income Fund | | <u>1,430.19</u> |
| Total Income | | \$174,003.70 |

Expenditures:

Operating Expenditures:

| | | |
|----------------------------------|------------------|--------------|
| Cafeteria | \$49,840.08 | |
| Pemberton Hall | 44,360.48 | |
| Textbook Library | 32,989.34 | |
| Housing | <u>35,749.65</u> | |
| Total Operating Expenditures | | \$162,939.55 |
| Income in Excess of Expenditures | | \$ 11,064.15 |

VIII. STUDENT LIFE: No report

IX. MISCELLANEOUS

The unexpected increase in enrollment and the ensuing struggle to provide needed classrooms and instructors have caused the Dean of Instruction to forecast the future of the 759 freshmen of 1954. Dean Heller forecasts the following enrollments for the Biennium 1955-57:

PROCEEDINGS

| | <u>1955-56</u> | <u>1956-57</u> |
|------------|----------------|----------------|
| Freshmen | 700 | 750 |
| Sophomores | 595 | 500 |
| Juniors | 280 | 400 |
| Seniors | 225 | 250 |
| Others | 25 | 35 |
| | <u>1755*</u> | <u>1935**</u> |

*including 700 scholarship holders

**including 775 scholarship holders

X. SUMMARY

Consideration by the Teachers College Board is requested on the following items:

1. Approval of Scholarship Report for Summer Term, 1954.
2. Graduation of persons listed who have completed requirements for (a) the Bachelor of Science in Education degree and (b) the Master of Science in Education degree and (c) the Junior College Diploma as of August 5, 1954.
3. Employment of faculty replacements as listed.
4. Employment of faculty substitutes as listed.
5. Employment of Sarah Fredenberger as new 5th grade instructor.
6. Employment of temporary instructors as listed.
7. Employment of faculty assistants as listed.
8. Approval of Substitute Instructor List for 1954-55.
9. Employment of classified employee replacements as listed.
10. Resignations of classified employees as listed.
11. Leaves of absence for classified employees as listed.
12. Expenditure of \$7,446.00 for zoology laboratory equipment as listed.
13. Purchase of 3/4 ton pickup truck from El Bauer Chevrolet Company of Decatur at cost of \$1,382.31.
14. Approval of added expenditure of \$12.00 for industrial arts equipment as listed.
15. Approval of purchase of oil-fired furnace from Beavers and Cougill of Charleston at cost of \$1,090.00.
16. Approval of purchase of lockers from Jack Sheean of Bloomington at cost of \$1,941.88.

PROCEEDINGS

17. Permission to secure competitive bids for stage wiring and lighting in Lantz Gym with approval of purchase by Advisory Committee.

Respectfully submitted,

Robert G. Buzzard, President

ILLINOIS STATE NORMAL UNIVERSITY

Normal, Illinois

October 17 and 18, 1954

The following report is submitted from Illinois State Normal University.

I. STUDENTS

1. Attendance for Summer Session, 1954

Figures from the old system of listing enrollments are still being shown in parentheses in order to make certain comparisons with other years.

| | Men and Boys | Women and Girls | Total | Total One Year Ago |
|---|--------------------|-----------------------|-------------|--------------------------|
| a. University | | | | |
| Graduates | 156 (173) | 85 (98) | 241 (271) | 216 (239) |
| Seniors | 98 (103) | 223 (249) | 321 (352) | 336 (383) |
| Juniors | 58 (61) | 114 (178) | 172 (239) | 166 (197) |
| Sophomores | 47 (50) | 69 (82) | 116 (132) | 70 (88) |
| Freshmen | 36 (40) | 30 (34) | 66 (74) | 38 (39) |
| Unclassified | 18 (34) | 75 (220) | 93 (254) | 90 (277) |
| Special | 19 (19) | 14 (16) | 33 (35) | — (—) |
| Total College Students on Campus | 432 (480) | 610 (877) | 1042 (1357) | 916 (1223) |
| b. University High School | 124 | 78 | 202 | 168 |
| c. University Elementary School | 110 | 124 | 234 | 250 |
| d. Special Education School | 59 | 34 | 93 | 77 |
| e. Illinois Soldiers and Sailors Childrens School | 117 | 55 | 172 | 192 |
| Total Pupils, Elementary and Secondary | 410 | 291 | 701 | 687 |
| Total | 842 | 901 | 1743 | 1603 |
| Extension | 23 | 663 | 686 | 586 |
| Grand Total | 865 | 1564 | 2429 | 2189 |

2. Scholarships for 1954 Summer Session

| | 1954 | 1953 |
|-------------------------------|------|------|
| Teachers College Scholarships | 239 | 177 |
| State Military Scholarships | 78 | 101 |

3. Summer Session Extension Enrollment, 1954

Work has again been offered, as during the past three summer

TEACHERS COLLEGE BOARD

sessions, at off-campus centers. The centers, courses offered, instructors and enrollments are here presented to indicate that this service again met a real need.

| <u>Center</u> | <u>Course</u> | <u>Instructor</u> | <u>Enrollment</u> |
|----------------------------|--|-------------------|-------------------|
| Carrollton | Teaching Art in Elementary School E202 | George Barford | 39 |
| Carlinville | History of Civilization and Culture E114 | Helen Marshall | 19 |
| Danville | Selected Topics in Arithmetic E202 | Francis Brown | 34 |
| Decatur | International Relations E254 | Leo Yedor | 46 |
| Gillespie | First Aid E115 | C. E. Horton | 64 |
| Havana | Crafts for Elementary Schools E201 | George Barford | 62 |
| Joliet | American Life and Institutions E218 | Leo Yedor | 30 |
| Morris | Advanced Reading Methods E207 | Sadie Udstuen | 34 |
| Pekin | Audio-Visual Education E240 | Nelson Smith | 51 |
| Peoria | Music Workshop E193 (Piano) | Perry Hackett | 5 |
| Peoria | Music Workshop E293 (Piano) | Perry Hackett | 9 |
| Princeton | American Government E251 | Leland Hess | 35 |
| Rantoul | First Aid E115 | C. E. Horton | 41 |
| Saunemin | Language Arts for Elementary School E278 | Ruth Henline | 48 |
| Springfield | English Grammar E275 | Herbert Hiatt | 24 |
| Springfield | Music Workshop E193 (Piano) | Perry Hackett | 9 |
| Springfield | Music Workshop E293 (Piano) | Perry Hackett | 9 |
| Streator | Philosophy of Education E203 | Robert Holtzman | 36 |
| Toulon | American Life and Institutions E217 | Leland Hess | 27 |
| Virginia | Language Arts for Elementary School E278 | Ruth Henline | 43 |
| Watseka | Advanced Reading Methods E207 | Sadie Udstuen | 21 |
| Total Summer Session, 1954 | | | 686 |
| Total Summer Session, 1953 | | | 586 |

4. Attendance for the year 1953-1954, including the summer of 1953, showing an increase of 110 over the previous 1952-1953 year.

| | Men and Boys | Women and Girls | Total |
|----------------------|--------------------|-----------------------|-------------|
| a. University | 1240 | 2027 | 3267 |
| b. Extension | 73 | 1550 | 1623 |
| c. High School | 247 | 210 | 457 |
| d. Elementary Grades | 522 | 395 | 917 |
| | <u>2082</u> | <u>4182</u> | <u>6264</u> |

5. Per Capita Cost for University Year, 1953-1954

- a. Following the plan of computation previously agreed upon by the presidents and registrars of the state teachers colleges, the per capita cost is as follows:

| | <u>Semester Hours Earned</u> |
|----------------------------|------------------------------|
| Summer Session, 1953 | 7,816 |
| Summer Session Extension | 1,756 |
| First Semester, 1953-1954 | 32,052.5 |
| First Semester Extension | 1,679 |
| Second Semester, 1953-1954 | 30,158 |
| Second Semester Extension | <u>1,830</u> |
| | 75,291.5 |

PROCEEDINGS

75,291.5 semester hours divided by 32 semester hours (average annual student load) gives 2,352.9 students as the basic figure for computing per capita cost.

- b. Cost of operating the University for the year beginning July 1, 1953, and ending June 30, 1954, excluding Permanent Improvements, Auxiliary Enterprises, Self-Liquidating Dormitories, University Retirement System, University Civil Service System, major repairs and major non-recurring purchases of equipment.

Expenditures - July 1, 1953 - June 30, 1954

| | |
|------------------------------------|----------------|
| Administration and General Expense | \$ 515,447.07 |
| Instruction | 1,556,813.12 |
| Libraries and Museum | 117,675.98 |
| Physical Plant | 380,942.43 |
| | <hr/> |
| | \$2,570,878.60 |

c. Computation of Per Capita Cost

Total expenditures \$2,570,878.60 ÷ 2352.9 = \$1,092.64

6. Attendance for the First Semester, 1954-1955

| | Men and Boys | Women and Girls | Total | Total One Year Ago |
|---|--------------------|-----------------------|-------------|--------------------------|
| a. University | | | | |
| Graduates | 40 (99) | 8 (50) | 48 (149) | 50 (129) |
| Seniors | 159 (168) | 174 (223) | 333 (391) | 326 (358) |
| Juniors | 149 (152) | 223 (257) | 372 (409) | 352 (378) |
| Sophomores | 227 (231) | 327 (332) | 554 (563) | 399 (403) |
| Freshmen | 475 (479) | 549 (555) | 1024 (1034) | 889 (892) |
| Unclassified | 5 (12) | 6 (43) | 11 (55) | 6 (39) |
| Special | 5 (5) | 39 (45) | 44 (50) | 50 (50) |
| Total College Students on Campus | 1060 (1146) | 1326 (1505) | 2386 (2651) | 2072 (2249) |
| b. University High School | 214 | 183 | 397 | 406 |
| c. University Elementary School | 180 | 203 | 383 | 389 |
| d. Special Education School | 61 | 34 | 95 | 98 |
| e. Illinois Soldiers and Sailors Childrens School | 91 | 45 | 136 | 168 |
| Total Pupils, Elementary and Secondary | 546 | 465 | 1011 | 1061 |
| Total | 1606 | 1791 | 3397 | 3133 |
| Extension | 52 | 632 | 684 | 616 |
| Grand Total | 1658 | 2423 | 4081 | 3749 |

7. Scholarships for First Semester, 1954-1955

| | 1954 | 1953 |
|-------------------------------|------|------|
| Teachers College Scholarships | 1247 | 1060 |
| State Military Scholarships | 66 | 57 |

8. Extension Enrollment, First Semester, 1954-1955

Enrollment in extension courses, the departmental courses offered, the centers, and the instructor, are here presented for the

TEACHERS COLLEGE BOARD

first semester of the 1954-1955 school year.

| <u>Center</u> | <u>Course</u> | <u>Instructor</u> | <u>Enrollment</u> |
|---|---|-------------------|-------------------|
| Clinton | Audio-Visual Education E240 | Nelson Smith | 44 |
| Decatur | English Grammar E275 | Herbert Hiatt | 59 |
| Decatur | Seminar in Curriculum Construction E412 | Vernon Replogle | 14 |
| Dwight | Foundations in Arithmetic E201 | Elinor Flagg | 42 |
| Gillespie | Teaching Art in Elementary Schools E202 | John Wesle | 42 |
| Gilman | Modern Literature for Children E202 | Dorothy Hinman | 38 |
| Granville | School Health E238 | John K. Ellis | 30 |
| Havana | Speech Re-education E212 | Doris Richards | 47 |
| Joliet | Teaching Science in Elementary Schools E303 | L. W. Miller | 42 |
| Litchfield | Physical Education in Elem. Schools E233 | C. E. Horton | 46 |
| Ottawa | Music Education for Lower Grades E239 | Lyle Young | 29 |
| Pana | First Aid E115 | Arley Gillett | 43 |
| Princeton | Audio-Visual Education E240 | Clarence Kurth | 52 |
| Roanoke | Teaching Art in Elementary Schools E202 | William Hartley | 35 |
| Springfield | Organization of Instructional Materials in Geography E308 | Clarence Sorensen | 15 |
| Tremont | Physical Educ. for Elem. Schools E233 | Gwen Smith | 78 |
| Virginia | Instructor's First Aid E215 and 115 | Howard Hancock | 28 |
| Total First Semester, 1954-1955 | | | *684 |
| The number of extension students in nineteen classes in eighteen centers for the corresponding time one years | | | 601 |

9. Graduates, August 1954, from both Graduate and Undergraduate Schools.

- a. The students whose names appear below completed requirements of Master of Science in Education at the close of the summer session, August 6, 1954. It is recommended that they be granted the diploma of Illinois State Normal University.

GRADUATE SCHOOL MASTER OF SCIENCE IN EDUCATION DEGREE

- Vincent Lyle Abrams Goodrich, Michigan
B.S. in Ed., Huntington College, Huntington, Indiana, 1950
Education - Administration (Secondary)
Title of Thesis: Students' Opinions Concerning Social Living Courses
- James Walter Alstrin Chicago
B.S., Roosevelt College, Chicago, Illinois, 1949
Education - Administration (Secondary)
Title of Thesis: Freshmen Problems in Urban and Rural Communities
- Linnea Mae Anderson Leeds, North Dakota
B.S., State Teachers College, Minot, North Dakota, 1951
Special Education
Title of Thesis: Parental Attitudes Toward Special Classes for the Educable Mentally Handicapped

* Somewhat incomplete with additional enrollments being accepted.

PROCEEDINGS

- Ronald Dean Archer Compton
 B.S. in Ed., Illinois State Normal University, 1953
 Physical Science
 Title of Thesis: Spectrophotometric Standardizations for Quantitative Analysis
- William Anderson Ashburn Creve Coeur
 B.S., Bradley University, Peoria, Illinois, 1947
 Education - Administration (General)
 Title of Thesis: Qualifications of a Beginning Elementary Principal
- Richard Joseph Baldrini Bartonville
 B.S. in Ed., Illinois State Normal University, 1950
 Education - Administration (Secondary)
 Title of Thesis: Follow-up Study of Graduates, Tremont Community High School
- Verna Schertz Brock Eureka
 B.A., Goshen College, Goshen, Indiana, 1933
 Elementary School Teachers (General)
 Title of Thesis: An Experimental Study in Seventh Grade Spelling
- Anna Schneider Cavins Stanford
 B.S., Illinois Wesleyan University, Bloomington, Illinois, 1933
 Mathematics
 Title of Thesis: Teaching Approximate Computation in Secondary Trigonometry
- Harry Willard Cooper Waterford, Ohio
 B.S. in Ed., Illinois State Normal University, 1948
 Education - Administration (General)
 Title of Thesis: Changing Conceptions in School Administration
- Sherwood Lester Coul Rockford
 B.S. in Ed., Illinois State Normal University, 1951
 Industrial Arts
 Title of Thesis: A Course of Radio Fundamentals for Adults
- Roy Lawrence Crone Wilmington
 B.S. in Ed., Illinois State Normal University, 1947
 Education - Administration (Secondary)
 Title of Thesis: The Achievement of Arithmetic Objectives in the Elementary Schools of Wilmington, Illinois
- James Emmett Elander, Normal
 B.S. in Ed., Western Illinois State College, Macomb, Illinois, 1950
 Mathematics
 Title of Thesis: Mathematical Needs for Secondary Physics
- Florine Oleda Elliott Armington
 B.S. in Ed., Illinois State Normal University, 1948
 Business Education
 Title of Thesis: Radio and Television Programs Used in Business Education
- Lynn Quentin Gilmore Park Forest
 B.S. in Ed., Illinois State Normal University, 1950
 Business Education
 Title of Thesis: Business Education Offerings, Rich Township High School, Park Forest, Illinois

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- William Eugene Glas Bellwood
 B.S. in Ed., Illinois State Normal University, 1949
 Education - Administration (Secondary)
 Title of Thesis: Illinois Junior High School Reports to Parents
- Charles Marion Green Colfax
 B.S. in Ed., Northern Illinois State Teachers College, DeKalb, 1950
 Education - Administration (Secondary)
 Title of Thesis: An Evaluation of Preference in Musical Reproduction
- Hubert Howard Green Lawrenceville
 B.S. in Ed., Illinois State Normal University, 1950
 Business Education
 Title of Thesis: Instructional Aids in Bookkeeping
- John Wesley Henderson Bloomington
 B.S. in Ed., Illinois State Normal University, 1951
 Industrial Arts
 Title of Thesis: Comparison of School Publications on Wood-
 finishing 1885-1908; 1940-1953 with Emphasis
 upon Tools and Equipment, Processes and In-
 structional Units, and Materials
- Roger Edward Herberts Chester
 B.S. in Ed., Illinois State Normal University, 1950
 Industrial Arts
 Title of Thesis: Comparing Mechanical Drawing Literature 1900-
 1910 with 1943-1953
- Harry Owen Jackson Lincoln
 B.S. in Ed., Illinois State Normal University, 1951
 Biological Science
 Title of Thesis: Limnological Investigation of Three Illinois Bot-
 tomland Lakes
- Jerome Aloysius Jendras Elmhurst
 B. Ed., Northern Illinois State Teachers College, DeKalb, 1940
 Special Education
 Title of Thesis: Empathy Resemblance of Parents and Teachers
- Gilbert Marion Johnson Cornell
 B.S. in Ed., Illinois State Normal University, 1949
 Social Science
 Title of Thesis: Colfax, Illinois, and Its Coal Mines
- William Neil Kennedy Joliet
 B.A., DePauw University, Greencastle, Indiana, 1948
 Latin
 Title of Thesis: Some Contributions of Latin to the Aims of
 Secondary Education
- Thomas William Kienle Moline
 B.S. in Ed., Illinois State Normal University, 1947
 Education - Administration (General)
 Title of Thesis: What the People of Port Byron, Illinois, Think
 About Their High School
- Michael John Kmetz Streator
 B.S. in Ed., Illinois State Normal University, 1951
 Music
 Title of Thesis: Written Annual Music Reports and Their Use
 in the Administration of Public School Music

PROCEEDINGS

- Dolores Mae Lauf Belleville
 B. S. in Ed., Illinois State Normal University, 1953
 Special Education
 Title of Thesis: Differences in Auditory Discrimination between
 Blind and Seeing Subjects
- Loren Lee Little Clinton
 B. Ed., Illinois State Normal University, 1940
 Education - Administration (Secondary)
 Title of Thesis: Retail and Office Positions, Clinton, Illinois:
 A Survey
- Murray Leigh Maley Waterloo
 B. S. in Ed., Illinois State Normal University, 1947
 Music
 Title of Thesis: Entrance Requirements for Band and Orchestra
 Membership: A Survey of High Schools of
 Southern Illinois
- Blanche Jeanette Martin Lincoln
 B. S. in Ed., Illinois State Normal University, 1950
 Elementary School Teachers (General)
 Title of Thesis: Word Effect on Problem Solving: A Statistical
 Study
- Marie Mildred Martin Lincoln
 B. S. in Ed., Illinois State Normal University, 1948
 Education - Administration (Elementary)
 Title of Thesis: The Principal's Role in Developing School-
 Community Relationship
- Ralph Ronald Martin Bartonville
 B. S. in Ed., Illinois State Normal University, 1949
 Education - Administration (Secondary)
 Title of Thesis: Characteristics of Early Adolescents and Teach-
 er Education
- George Elmer Mason Quincy
 B. Ed., Illinois State Normal University, 1937
 Special Education
 Title of Thesis: A Study of Emotional Instability in Ten Mentally
 Retarded Negro Pupils
- Richard Lee McCannon Bloomington
 B. S. in Ed., Illinois State Normal University, 1950
 Education - Administration (Elementary)
 Title of Thesis: An Evaluation of Community Resource Use in
 the Bloomington-Normal Area
- Mary Josephine McCormick Decatur
 B. S. in Ed., Illinois State Normal University, 1950
 Elementary School Teachers (General)
 Title of Thesis: A Readability Analysis of Supplementary Science
 Books
- Edwin Morse McWherter Pontiac
 B. S. in Ed., Illinois State Normal University, 1946
 Education - Administration (Secondary)
 Title of Thesis: An Evaluation of Critical Thinking

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- Eugene Francis Miller Bloomington
 B. S. in Ed., Illinois State Normal University, 1952
 Geography
 Title of Thesis: A Correlation Study of Temperatures: Bloomington-Normal, Illinois
- Kenneth Orman Moreland McLean
 B. S. in Ed., Illinois State Normal University, 1948
 Education - Administration (General)
 Title of Thesis: A Study of the Established Policies, Rules and Regulations, and Procedures of Boards of Education
- Marlyn Jack Parker Saybrook
 B. S. in Ed., Illinois State Normal University, 1953
 Speech
 Title of Thesis: Speech Experiences in Teaching Community History: An Experimental Unit
- Warren Pershing Quensel Bloomington
 B. S. in Ed., Illinois State Normal University, 1941
 Industrial Arts
 Title of Thesis: General Shop Developments in McLean County Schools
- Calvin Charles Rippel Springfield
 B. S. in Ed., Illinois State Normal University, 1949
 Industrial Arts
 Title of Thesis: Mechanical Ability Testing in the Metal Shop
- Mary Ellen Selk El Paso
 B. S. in Ed., Illinois State Normal University, 1944
 Music
 Title of Thesis: An Analysis of Choral Music for High School Boys' Chorus
- Dorothy Elizabeth Shay Mendon
 B. S. in Ed., Illinois State Normal University, 1950
 Mathematics
 Title of Thesis: Readability of Ninth-Grade Algebra Texts: As Determined by the Dale-Chall and Flesch Formulas
- Anthony Vernon Skaronea Mundelein
 B. S. in Ed., Illinois State Normal University, 1950
 Education - Administration (Secondary)
 Title of Thesis: Certification Status of Lake County Elementary Teachers
- Barbara Lee Sprayberry Evanston
 B. S., Colorado A and M College, Fort Collins, Colorado, 1953
 Health and Physical Education for Women
 Title of Thesis: Athletic Federation of College Women: An Informative Guide for State Organizations
- Edward Wells Stowe, Jr. Muncie, Indiana
 B. S., George Williams College, Chicago, Illinois, 1952
 Education - Administration (Secondary)
 Title of Thesis: The Relation of the Kuder Vocational Preference Record to Ammon's Vocational Apperception Test

PROCEEDINGS

- Donald Eugene Wamba Kankakee
B. S. in Ed., Illinois State Normal University, 1950
Guidance and Personnel
Title of Thesis: Scoring Test Responses by Observing Eye Move-
ments
- Donald Wayne Wood. Bloomington
B. S. in Ed., Illinois State Normal University, 1949
Education - Administration (General)
Title of Thesis: Trainable Mentally Handicapped Children, Ham-
ilton County, Ohio
- b. The students whose names appear below completed requirements
for the degree of Bachelor of Science in Education at the close
of the summer session, August 6, 1954. It is recommended that
they be awarded the degree of Bachelor of Science in Education
and be granted the diploma of Illinois State Normal University.

UNDERGRADUATE SCHOOL BACHELOR OF SCIENCE IN EDUCATION DEGREE

Agriculture Education

Eugene Norman DuncanHammond

Art Education

Byron Parker Shurtleff, Fairhaven, Massachusetts

Speech Education

Mary Lou Hatfield HaugeNormal Leslie Maxwell ScottDanvers

Business Education

Joe Lewis MildredDecatur Marie Benton Van MatreWatseka
Lila Marie Schoonover. Farmington

Home Economics Education

Imogene Waldeck BarnewoltFarmersville Mary Jane McNeal Hampton
Patricia Johnson EvelsizerNormal

Industrial Arts Education

Kenneth Edward BartonStanford Ray Odus Oglesby. Gibson City
Richard Arnold Johnson.Batavia Raymond Joseph Walsh. Normal
Gordon Gene McGregorNormal

Music Education

Wilbur Gene CarltonCornell Albert Theodore Pizzamiglio De Pue
Joyce Hodel Duchien.Metamora Katharine Gertrude Schafer Monee
George Edward Heidbrink.Staunton Elsie Solomon Staats Taylorville

Health and Physical Education

Ruth Elizabeth BrownellPeoria Neal Dean Mumford Sterling
Barbara Eleanor EngwallElmwood Park Rosamari Mary Schaper. Frankfort
Keith Orrin HouchinSeneca Richard Dean Sibley. Princeville
Joseph John JadrichWaukegan John Cesial Watson Riverton
Charles Austin Lane.Centralia Lloyd William Wineburner Tremont

Special Education

Charles Louis AschenbrennerAmboy Fred John Krause Normal
Gwendolyn Williams Banks.Bloomington William Joseph Kritzmire. Normal
Edna Florence CagwinJoliet Ruth Joanne Messick Rankin
Jean Frances Engeljohn.Bloomington Mary Lu Robertson Macomb
Lola Jean GiseburgLoda Ruth Gretchen Rudasill Clinton

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Secondary Education

| | | | |
|----------------------------------|--------------|---------------------------------------|-------------|
| Donald Max Bailey | Edinburg | Mary Ellen Frank | Chicago |
| Catherine Baloy | Joliet | Roy Heidel | Normal |
| Rex Leland Brown | Woodland | John William Leander, Jr. | Normal |
| Marcia Holtje Browne | Prairie View | Theodore Franklin Long | Decatur |
| Jimmie Lois Carnahan | Litchfield | Kathryn Walker Miller | Chicago |
| LaVerna Marie Chestney | Bloomington | Margaret Rasmussen Ruppel | Chatsworth |
| Dale Lovvorn Davis | Normal | Isabelle Miles Seelye | North Pekin |
| Patricia Louise Ferry | Springfield | Beverly Montgomery Tibbetts | Bloomington |
| Louis Eugene Fiorini | Rock Falls | Wilma Katherine Tuttle | Normal |
| Austin Wilkie Fisk | Homer | Glenn Eugene Yates | Heyworth |

Elementary Education

| | | | |
|--------------------------------------|--------------|--------------------------------------|-----------------|
| Lois Ambrose | Normal | Irma Emilyn Kerchner | Harmon |
| Mildred Viola Andree | Clarence | Jennie Bartman Kopp | Kewanee |
| Fontella Iona Barton | Springfield | Mary Ruth Lee | Kappa |
| Jessie Floyd Beeson | Bloomington | Mary Kimler Lewis | Ellsworth |
| Marjorie Healy Bess | Fithian | Barbara Bollmann Linker | Laird, Colorado |
| Olga Virginia Brunskill | Pontiac | Paulissa Loneragan | Clinton |
| Vera Shannon Butler | Pekin | Bernice Benckendorf Loudon | Long Point |
| Aleatha Phillips Cleary | Ashkum | Dorothy Scott Lucke | Bradford |
| Jean Dean Donaldson | Streator | June Carpenter | Moody, Wauconda |
| O. Pearl Anderson Dunbar | Streator | Colleen Ann Murphy | Manhattan |
| Rowena Silvey Foor | Hudson | Reeva Garretson O'Leary | Streator |
| Florence Magdalen Gerth | Cabery | Ferne Elfrieda Onken | Thawville |
| Dorothy Eileen Goesman | Litchfield | Martha June Paden | Princeton |
| Agatha Leona Hagerty | Dwight | Savilla Barbara Palmer | Dixon |
| Grace Belsly Heinzman | Bloomington | Elizabeth Wood Peacock | Thayer |
| Mary Campbell Henderson | Henry | Bessie Sollars Rauch | Colfax |
| Alice Mutton Herman | East Lynn | Anna Elizabeth Reedy | Decatur |
| Elma Rose Hiltabrand | Tonica | Lela Ethel Rich | Pontiac |
| Velma Mae Bryant Hogge | Beecher City | Edna Louise Sikes | Hillsboro |
| Gertrude Wendell Hughbanks | Danville | Rettie Agnes Simcox | Paotoka |
| Mary Adelaide Jackson | Toulon | Bonnie Swift Slava | Bloomington |
| Mary Agnes Read Johnson | Piper City | Dorothy Evelyn Wagner | Piper City |
| Lois Irene Kafer | Fairbury | Esther Marie White | Auburn |
| Retta Jean Keithley | Dixon | Mary Willy Wright | Roberts |
| Susie Hlavas Kerchenfaut | Bloomington | Mildred Swartz Yeazel | Danville |

Summary of Undergraduate Division Groups

| | | | |
|--|---|-------------------------------------|----|
| Agriculture | 1 | Health and Physical Education . . . | 10 |
| Art | 1 | Special Education | 10 |
| Speech | 2 | Secondary Education | 20 |
| Business Education | 3 | Elementary Education | 50 |
| Home Economics | 3 | | |
| Industrial Arts | 5 | | |
| Music | 6 | | |
| Total August Bachelors Graduates | | 111 | |
| Total August Masters Graduates | | 47 | |
| Total August Graduates | | 158 | |

II. FACULTY

1. Leaves of Absence

a. Adjustments

- (1) Sabbatical leave of Miss Alice Ebel to be extended to include the second semester of the 1954-1955 school year.

PROCEEDINGS

- (2) Sabbatical leave of Miss Isabelle Terrill for the second semester of the 1954-1955 school year to be changed to a non-sabbatical leave.

b. New Non-Sabbatical Leave

- (1) Miss Charlotte E. Wilcox, Assistant Professor of Biological Science, for the second semester of the 1954-1955 school year.

2. New Appointments (Replacements)

- a. Mr. Robert S. Schmidt, as Assistant Professor of Biological Science, to replace Dr. Leroy Mecay, resigned. The salary rate is \$510.00 per month, a total of \$4080.00 for the remaining eight months of the school year, effective October 1954. He has the M. S. degree from the University of Michigan, and comes to Illinois State Normal University from the University of Chicago where he has been completing work for his Ph. D. degree.
- b. Mrs. Dorothy Soellner, as Instructor in English, at a salary rate of \$100.00 per month for a partial teaching load, a total of \$450.00 for the four and one-half months of the first semester, effective September 1954. She has the A. M. degree from the University of Chicago and for the past several years has been an editor on the staff of the University of Illinois. This position is made necessary because of the large enrollment in one of Dr. Hiett's extension courses.
- c. Mr. John R. Winkler and Mr. Donald A. Kinderfather, as faculty assistants in the Department of Health and Physical Education for Men, to assist in the program of this department as assistants have in past years, each at a salary rate of \$100.00 per month, \$750.00 for the remaining seven and one-half months of the 1954-1955 school year.

3. Resignations

- a. Dr. Howard O. Reed, Associate Professor of Industrial Arts, effective at the close of the 1954 summer session in order to accept a position as Head of the Industrial Arts Department at Iowa State Teachers College.
- b. Mr. Paul F. Thams, Supervising Teacher of the Mentally Retarded, effective at the close of the 1954 summer session in order to accept a position of more responsibility in Michigan.

4. Change in Assignment

- a. Dr. Clyde T. McCormick to serve as Acting Head of the Mathematics Department for the 1954-1955 school year. Dr. McCormick has been a member of this department since 1944 and has been recommended by members of the Department for this appointment. There will be no change in his salary of \$6570.00 for the nine-month period. This appointment is effective with the close of the 1954 summer session.

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- b. Mr. Francis M. Wade to serve as Acting Director of Alumni Relations for the 1954-1955 school year. Mr. Wade has been a member of the staff of the University since 1947. There will be no change in his salary of \$4950.00 for the nine-months period. His appointment is effective September 1, 1954.

5. New Appointments (Replacements)

- a. Mr. Robert B. Brome, as Instructor in the Teaching of English, to replace Miss Edna Nyquist, who has resigned. The salary rate is \$500.00 per month, a total of \$4500.00 for the nine-months period beginning September 1954. He has the M.A. degree from the Colorado State College of Education and comes to us from the high school at Elko, Nevada.
- b. Mrs. Pearl P. Campbell, as Instructor in Home Economics, to replace Miss Marie Dirks, who has been granted a leave of absence. The salary rate is \$500.00 per month, a total of \$4500.00 for the nine-months period beginning September 1954. She has the M. S. degree from the University of Tennessee. Her last teaching was at Huntingdon College at Montgomery, Alabama. This is a one-year appointment only.
- c. Dr. Leo E. Eastman, as Assistant Professor of Education, to replace Dr. Ella C. Leppert, who resigned. The salary rate is \$550.00 per month, a total of \$4950.00 for the nine-months period beginning September 1954. He has the Ed. D. degree from the University of North Dakota and comes to us from the Nebraska State Teachers College at Peru, where he has been Head of the Division of Education.
- d. Mr. Thomas W. Floyd, as Instructor and Supervising Teacher in the Eighth Grade, to replace Miss Sadie Udstuen, who has been granted a leave of absence. The salary rate is \$460.00 per month, a total of \$4140.00 for the nine-months period beginning September 1954. He has the M. S. degree from Southern Illinois University and comes to us from the public schools of Hoopeston, Illinois. This is a one-year appointment only.
- e. Mr. Dale L. Marshall, as Instructor in the Teaching of Mathematics, to fill a position resulting from changes in assignment because of the retirement of Dr. C. N. Mills. The salary rate is \$4600.00 per month, a total of \$4140.00 for the nine-months period beginning September 1954. He has the M. S. degree from the State University of Iowa and comes to us from Bloom Township High School of Chicago Heights, Illinois.
- f. Dr. Marvin H. Platz, as Assistant Professor of Education, to replace Mrs. Rose B. Buehler, who has been granted a leave of absence. The salary rate is \$550.00 per month, a total of \$4950.00 for the nine-months period beginning September 1954. He has the Ed. D. degree from the University of Missouri and comes to us from Weston, Missouri, where he has been Superintendent of Schools. This is a one-year appointment only.
- g. Mr. Lewis A. Poole, as Assistant Professor of Physical Science,

PROCEEDINGS

to replace Mr. C. L. Cross, deceased. The salary rate is \$530.00 per month, a total of \$4770.00 for the nine-months period beginning September 1954. He has the M. S. degree from the University of Florida and comes to us from that institution where he has been teaching while working for the doctor's degree.

- h. Mr. Monroe S. Price, as Assistant Professor of Education and supervising teacher in the room for the upper mentally retarded, to replace Mr. Paul Thams, who resigned. The salary rate is \$510.00 per month, a total of \$4590.00 for the nine-months period beginning September 1954. He has the M. A. degree from the University of Michigan and comes to us from the University of Michigan Hospital School. This is a one-year appointment only.
- i. Miss Carol Anne Rylander, as Resident Director of Barton Hall, to replace Mrs. Ethel Owens, who resigned. The salary rate is \$400.00 per month, a total of \$3600.00 for the nine-months period beginning September 1954. She has the M. A. degree from DePauw University and comes to us from that institution where she was Chaperone of the College House.
- j. Miss Arlene F. Smelser, as Instructor and Supervising Teacher in the First Grade of the Thomas Metcalf School, to replace Miss Wezette Hayden, who has been granted a leave of absence. The salary rate is \$500.00 per month, a total of \$4500.00 for the nine-months period beginning September 1954. She has the M. A. degree from the Colorado State College of Education at Greeley and comes to us from the Army Dependents School in Newfoundland. This is a one-year appointment only.
- k. Miss Marjorie C. Smith, as Assistant Professor of Geography, to replace Dr. Wallace McIntyre, who has been granted a leave of absence. The salary rate is \$510.00 per month, a total of \$4590.00 for the nine-months period beginning September 1954. She has the M. A. degree from George Peabody College for Teachers and comes to us from the University of Illinois where she is completing requirements for the Ph. D. degree. This is a one-year appointment only.
- l. Mr. Robert L. West, as Instructor and Supervising Teacher in the Seventh-Eighth Grade in the Special Education Building, to replace Miss Lucille Hagman, who has been granted a leave of absence. The salary rate is \$420.00 per month, a total of \$3780.00 for the nine-months period beginning September 1954. He has the M. S. in Ed. degree from Western Illinois State College and comes to us immediately following completion of his master's degree. This is a one-year appointment only.
- m. Miss Mary Edna Johnston, as Faculty Assistant in the Metcalf Kindergarten, to replace Miss Alice Hitchcock, who has been granted a leave of absence. The salary rate is \$395.00 per month, a total of \$3555.00 for the nine-months period beginning

TEACHERS COLLEGE BOARD

September 1954. She has the B. S. in Ed. degree from Illinois State Normal University and comes to us from the public schools of Portland, Oregon. This is a one-year appointment only.

- n. Mrs. Edna E. Beezley, as Instructor in Home Economics at the Illinois Soldiers and Sailors Childrens School, to replace Mrs. Edith A. Bramble, who resigned. The salary rate is \$420.00 per month on a twelve months basis. She has a master's degree from Colorado A and M College and comes to us from the Canton, Missouri, schools where she has been Vocational Home Economics teacher. She is on the payroll of the Department of Public Welfare and her employment is reported here as a matter of record.

6. New Appointments (New Position)

- a. Mr. W. Stuart Grout, as Assistant Professor of Education, to fill the newly created position in connection with supervision of off-campus student teaching. (See Informal Report, June 14, 1954, 4b, page 4.) The salary rate is \$550.00 per month, a total of \$4950.00 for the nine-months period beginning September 1954. He has the M. A. degree from the University of Michigan and comes to us from the University of Chicago.

7. Continuation of Positions

- a. Mrs. Myrtle Benton, to continue as a substitute teacher of the physically handicapped at a salary rate of \$395.00 per month, a total of \$3555.00 for the nine-months period beginning September 1954.
- b. Mrs. Margaret Bradford, to continue as an Instructor in Home Economics at a salary rate of \$460.00 per month, a total of \$4140.00 for the nine-months period beginning September 1954. Mrs. Bradford will continue to replace Miss Bernadine Johnson, whose leave of absence has been extended.
- c. Mrs. Joyce Evans, to continue as a part-time substitute teacher in the Department of Education at a salary rate of not to exceed \$210.00 per month beginning September 1954.
- d. Mrs. Margaret McIntyre, to continue as a substitute teacher of the kindergarten in the Special Education Building, at a salary rate of \$460.00 per month, a total of \$4140.00 for the nine-months period beginning September 1954.

8. Additional Substitute Teacher

- a. Mr. Merle Wurth, to serve as a part-time substitute teacher in the Department of Biological Science at a salary rate of \$100.00 per month, or a total of \$450.00 for the first semester of the 1954-1955 school year. He has a master's degree from the University of Illinois. It is necessary to employ this person to handle one class because one of the positions in biological science was not filled.

PROCEEDINGS

III. OTHER EMPLOYEES

1. Resignations

- a. Mr. Robert Beyer, Clerk I in the Audio-Visual Education Office, effective August 12, 1954. Mr. Beyer was on temporary appointment.
- b. Mr. Michael Bibby, Clerk II working in connection with the inventory crew, effective August 10, 1954 in order to accept a teaching position.
- c. Mrs. Catherine A. Bonny, Janitress, effective August 13, 1954, in order to move to another community.
- d. Mr. Melvin W. Currie, Mailing Service Supervisor, effective August 31, 1954, in order to accept a teaching position.
- e. Mrs. Faye Duncan Felchner, Clerk Typist II in the Bureau of Appointments, effective August 12, 1954, in order to attend school.
- f. Mrs. Wynona Gillett, Clerk Typist I in the Music Office, effective August 13, 1954, in order to be at home.
- g. Mr. Herbert Heiss, Clerk II working in connection with the inventory crew, effective August 31, 1954. Mr. Heiss was on temporary appointment.
- h. Mrs. Shirley Hill, Clerk Typist I in the Special Education Division Office, effective September 22, 1954, for health reasons.
- i. Mrs. Lucile Q. Jones, Clerk Typist I in the Admissions Office, effective July 23, 1954. Mrs. Jones was on temporary appointment.
- j. Mr. Milton J. Kadlec, Clerk II in the Mailing Room, effective September 10, 1954, in order to attend school.
- k. Mrs. Hester E. Krause, Clerk Stenographer I in the University High School Office, effective August 13, 1954, in order to move to another community.
- l. Miss Helena Lampi, Duplicating Machine Operator I, effective September 11, 1954, in order to attend school.
- m. Miss Sherrilyn Martin, Clerk Stenographer I in the Special Education Division Office, effective September 10, 1954. Miss Martin was on temporary appointment.
- n. Mr. Lawrence Pierson, Clerk II in connection with the inventory crew, effective August 31, 1954. Mr. Pierson was on temporary appointment.
- o. Miss Delores Schlotter, Clerk Stenographer III in the Office of the Director of Field Services, effective October 8, 1954, in order to be married.

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- p. Mrs. Carol E. Smith, Clerk I in the Business Office, effective October 1, 1954, in order to move to another community.
- q. Miss Esther Unzicker, Clerk Stenographer I working in connection with the Summer Speech Clinic, effective August 31, 1954. Miss Unzicker was on temporary appointment.
- r. Mrs. Charlotte Upton, Audio-Visual Aids Technician I, effective August 3, 1954, in order to accept a teaching position.

2. Disability Leave

- a. Mr. George M. Search, Groundsman, effective September 9, 1954.

3. Changes in Status

- a. Mrs. Laura E. Berry, from Kitchen Helper at a salary rate of \$170.00 per month, to Cook I at a salary rate of \$180.00 per month, effective September 8, 1954.
- b. Miss Carolyn R. Cushing, from Clerk Stenographer II in the Testing Service at a salary rate of \$180.00 per month, to Duplicating Machine Operator I at the same salary, effective September 1, 1954, to replace Helena Lampi, resigned.
- c. Mr. Russell T. Fitzgerald, from Driver at a salary rate of \$300.00 per month, to Mailing Service Supervisor at a salary rate of \$290.00 per month, effective September 23, 1954, to replace Melvin W. Currie, resigned.
- d. Miss Josephine V. Johnson, from temporary appointment as Clerk Typist I at a salary rate of \$160.00 to work with the inventory crew, to Clerk Stenographer I in the Special Education Division Office at a salary rate of \$170.00 per month, effective September 16, 1954, to replace Mrs. Shirley Gifford, resigned.
- e. Mrs. Bernadine J. Jones, from Cook Grillman at a salary rate of \$190.00 per month, to Grill Cook at the same salary, effective July 1, 1954.
- f. Mr. John A. Kraatz, Maintenance Worker, from a salary of \$225.00 per month to \$250.00 per month due to having completed one year of service.

4. New Appointments (Replacements)

- a. Mr. Robert Beyer, as Clerk I in the Audio-Visual Education Office, effective August 4, 1954, at a salary rate of \$160.00 per month, to take the place of Mrs. Charlotte Upton, resigned.
- b. Mrs. Doris Broughton, as Clerk Typist II in the Business Office, effective October 1, 1954, at a salary rate of \$175.00 per month, to take the place of Mrs. Carol E. Smith, resigned.
- c. Miss Mary A. Christofferson, as Clerk Stenographer II in the Testing Service, effective September 1, 1954, at a salary rate of \$210.00 per month, to take the place of Miss Carolyn R.

PROCEEDINGS

Cushing, transferred.

- d. Miss Rachel H. Davis, as Clerk Typist I in the Music Office, effective August 1, 1954, at a salary rate of \$180.00 per month, to take the place of Mrs. Wynona Gillett, resigned.
- e. Mrs. Doris R. Dohrmann, as Clerk Stenographer I in the University High School Office, effective August 16, 1954, at a salary of \$170.00 per month, to take the place of Mrs. Hester E. Krause, resigned.
- f. Mr. Louis E. Fiorini, as Clerk II in the Mailing Room, effective September 1, 1954, at a salary rate of \$220.00 per month, to take the place of Milton J. Kadlec, resigned.
- g. Mr. Fred L. Gester, as Janitor, effective August 1, 1954, at a salary rate of \$200.00 per month, to take the place of Henry Miller, retired.
- h. Miss Kathryn E. Hollatz, as Assistant Cashier in the Business Office, effective August 20, 1954, at a salary rate of \$175.00 per month, to take the place of Miss Edna Ezell, resigned.
- i. Mrs. Delores A. Hughes, as Kitchen Helper in the Food Service, effective September 16, 1954, at a salary rate of \$150.00 plus maintenance of \$30.00 per month, to take the place of Mrs. Elizabeth Wardell, retired.
- j. Mrs. Lucile Q. Jones, as Clerk Typist I in the Admissions Office, effective July 12, 1954, at a salary rate of \$170.00 per month, to take the place of Mrs. Nancy Hoselton, resigned.
- k. Mrs. Mary T. Myers, as Clerk-Typist I in the Special Education Division Office, effective October 1, 1954, at a salary rate of \$170.00 per month, to take the place of Mrs. Shirley Hill, resigned.
- l. Mrs. Ruth E. Sellers, as Clerk Stenographer I in the Office of the Dean of Men, effective August 9, 1954, at a salary rate of \$200.00 per month, to take the place of Mrs. Betty S. Kennedy, resigned.
- m. Mrs. Marie C. Severson, as Chief Clerk (Level I) in the Audio Visual Education Office, effective August 16, 1954, at a salary rate of \$225.00 per month, to take the place of Mr. Robert Beyer, resigned.
- n. Mrs. Evelyn Shepherd, as Janitress, effective August 16, 1954, at a salary rate of \$150.00 per month, to take the place of Mrs. Catherine Bonny, resigned.
- 5. Temporary Appointment (Work with Inventory Crew from State Property Control Division)
 - a. Mr. Herbert Heiss, as Clerk II, effective August 11, 1954, at a salary of \$218.00 per month, to replace Michael Bibby, resigned.

TEACHERS COLLEGE BOARD

6. Union Negotiation

Local #1110 of the American Federation of State, County, and Municipal Employees Union has indicated that at a meeting on October 8, 1954, the last counter proposal offered by Illinois State Normal University was accepted. After the Locals at the other three schools report, it will then be possible to present to the Teachers College Board the new contract with regard to salaries for classifications bargained for through this negotiation.

IV. THE ORGANIZATION No report.

V. THE CURRICULUM No report.

VI. BUILDINGS AND GROUNDS No report.

VII. AUXILIARY ENTERPRISES

The following reports are presented for the various projects under the headings of Bond Revenue projects and regular Auxiliary Enterprises.

1. Teachers College Board Bond Revenue Fund (Fell Hall, Cafeteria, Dunn Hall, and Barton Hall.

Statement of Profit and Loss July 1, 1953 - June 30, 1954

| | | |
|--------------------------------------|-------------------|-------------------|
| Income — Food | | |
| Cafeteria and Party Service | \$ 26,739.43 | |
| Dormitories — Board | 251,913.89 | |
| Employees Meals | <u>46,972.34</u> | |
| Total Food Income | | \$ 325,625.66 |
| Less — Cost of Food Sold | | |
| Beginning Inventory | 6,929.68 | |
| Purchases | <u>150,896.12</u> | |
| Total | 157,825.80 | |
| Less Ending Inventory | <u>7,631.98</u> | |
| Cost of Food Sold | | <u>150,193.82</u> |
| Gross Income — Food | | 175,431.84 |
| Dormitories — Room | | 92,874.12 |
| Miscellaneous | | <u>547.45</u> |
| Total Gross Income | | 268,853.41 |
| Less Operating Expenses | | |
| Personal Services — Regular | 61,925.95 | |
| Personal Services — Student | 13,589.67 | |
| Meals — Regular Employees | 6,760.55 | |
| Meals — Student Workers | 40,211.79 | |
| Repairs and Other Services | 2,335.63 | |
| Kitchen and Dining Room Supplies | 9,961.26 | |
| Dormitory Supplies | 4,825.86 | |
| Telephone Expense | 2,971.48 | |
| Water Expense | 2,076.45 | |
| Heat Expense | 4,928.73 | |
| Insurance Expense | 1,954.45 | |
| Depreciation Expense | 5,181.12 | |
| Miscellaneous | <u>115.37</u> | |
| Total Operating Expense | | <u>156,838.31</u> |
| Net Operating Income | | 112,015.10 |
| Other Income — Income on Investments | | <u>1,973.19</u> |
| Total | | 113,988.29 |

PROCEEDINGS

Statement of Profit and Loss (Continued) July 1, 1953 - June 30, 1954

| | | |
|------------------------------|---------------|---------------------|
| Less — Financial Expenses | | |
| Interest Expense | 29,975.01 | |
| Financial | <u>749.00</u> | |
| Total Financial Expense | | <u>30,724.01</u> |
| <u>Net Income for Period</u> | | <u>\$ 83,264.28</u> |

2. Auxiliary Projects

a. Cardinal Court and Staff Housing

Statement of Profit and Loss July 1, 1953 - June 30, 1954

| | | |
|------------------------------------|------------------|--------------------|
| <u>Income</u> | | |
| Room and Apartment Rentals | \$ 35,546.06 | |
| Less Refunds | <u>61.40</u> | |
| | 35,484.66 | |
| House Rentals | <u>11,397.80</u> | |
| Total Income | | \$ 46,882.46 |
| <u>Expenditures</u> | | |
| Salaries — Regular Employees | 15,188.86 | |
| Wages — Student Help | 1,037.64 | |
| Supplies | 276.48 | |
| Repairs | 3,168.59 | |
| Telephone | 127.38 | |
| Heat | 4,231.92 | |
| Light | 817.56 | |
| Water | 1,785.60 | |
| Grounds Expense | 285.03 | |
| Depreciation — Equipment | 2,021.93 | |
| Depreciation — Buildings | 13,500.00 | |
| Reserve for Repairs — Buildings | 3,100.00 | |
| Miscellaneous | <u>161.35</u> | |
| Total Expenditures | | <u>45,702.34</u> |
| Excess of Income over Expenditures | | <u>\$ 1,180.12</u> |

b. Smith Hall

Statement of Profit and Loss July 1, 1953 - June 30, 1954

| | | |
|--------------------------|-----------------|------------------|
| <u>Income</u> | | |
| Board | \$ 17,199.75 | |
| Room | 6,452.75 | |
| Income — Employees Meals | <u>2,200.60</u> | |
| Total Income | | \$ 25,853.10 |
| Less Cost of Food Sold | | <u>11,907.67</u> |
| Gross Income | | 13,945.43 |

TEACHERS COLLEGE BOARD

Statement of Profit and Loss (Continued) July 1, 1953 - June 30, 1954

| | | |
|------------------------------------|----------|-------------|
| <u>Less Expenditures</u> | | |
| Salaries — Regular Employees | 9,469.25 | |
| Wages — Student Help | 434.40 | |
| Meals — Regular Employees | 459.10 | |
| Meals — Student Workers | 1,741.50 | |
| Supplies | 404.31 | |
| Repairs | 262.13 | |
| Depreciation — Equipment | 1,145.22 | |
| Telephone | 436.72 | |
| Light | 972.89 | |
| Heat | 1,567.57 | |
| Water | 613.17 | |
| Gas | 111.51 | |
| Miscellaneous | 102.50 | |
| Total Expenditures | | 17,720.27 |
| Excess of Expenditures Over Income | | \$ 3,774.84 |

c. The Cage (Snack Bar)

Statement of Profit and Loss July 1, 1953 - June 30, 1954

| | | |
|--------------------------------------|--------------|--------------|
| <u>Income</u> | | |
| Sales | \$ 44,716.60 | |
| Commissions — Cigarette and Juke Box | 1,140.10 | |
| Total Income | | \$ 45,856.70 |
| Less Cost of Food Sold | | |
| Beginning Inventory | 446.10 | |
| Purchases | 20,458.79 | |
| Total | 20,904.89 | |
| Less Ending Inventory | 581.09 | |
| Cost of Food Sold | | 20,323.80 |
| Gross Income | | 25,532.90 |
| <u>Less Expenditures</u> | | |
| Salaries — Regular Employees | 8,904.28 | |
| Wages — Student Workers | 12,037.94 | |
| Supplies | 2,418.68 | |
| Repairs | 137.96 | |
| Depreciation of Equipment | 1,025.79 | |
| Miscellaneous | 112.74 | |
| Total Expenditures | | 24,637.39 |
| Excess of Income over Expenditures | | \$ 895.51 |

d. Special Education Hot Lunch Program

Statement of Profit and Loss July 1, 1953 - June 30, 1954

| | | |
|-------------------|-------------|-----------|
| <u>Income</u> | | |
| Meals | \$ 4,650.53 | |
| Cost of Food Sold | 3,776.94 | |
| Gross Income | | \$ 873.59 |

PROCEEDINGS

Statement of Profit and Loss (Continued) July 1, 1953 - June 30, 1954

| | | |
|------------------------------------|---------------|-----------------|
| <u>Less Expenditures</u> | | |
| Salaries and Wages | 1,231.13 | |
| Supplies | 123.82 | |
| Repairs | <u>228.41</u> | |
| Total Expenditures | | <u>1,583.36</u> |
| Excess of Expenditures Over Income | | <u>709.77</u> |

e. Textbook Library

Statement of Profit and Loss July 1, 1953 - June 30, 1954

| | | |
|------------------------------------|-----------------|--------------------|
| <u>Income</u> | | |
| Book Rental Fees | \$ 22,671.50 | |
| Book Sales and Fines | <u>1,643.27</u> | |
| Total | 24,314.77 | |
| Less Refunds | <u>136.13</u> | |
| Gross Income | | 24,178.64 |
| <u>Less Expenditures</u> | | |
| Salaries and Wages | 5,394.88 | |
| Depreciation of Books Used | 26,171.06 | |
| Depreciation of Equipment | 11.76 | |
| Supplies | <u>40.90</u> | |
| Total Expenditures | | <u>31,618.60</u> |
| Excess of Expenditures over Income | | <u>\$ 7,439.96</u> |

The basis used to write off the inventory of books as of July 1, 1953, has resulted in an unusual charge, shown above as "Depreciation of Books Used." This item will be greatly reduced in the future and it is almost certain that by the end of the present fiscal year income will be more than sufficient to cover expenses.

VIII. STUDENT LIFE No report.

IX. MISCELLANEOUS No report.

X. SUMMARY No report.

Consideration and favorable action by the Teachers College Board is requested and will be appreciated on the following recommendations:

1. Sanction of the awarding of diplomas and granting of degrees to graduates of August 6, 1954, for both bachelor's and master's degrees, as listed.
2. Sanction of the adjustments in leaves of absence for Miss Alice Ebel and Miss Isabell Terrill.
3. Sanction of non-sabbatical leave for Miss Charlotte E. Wilcox.
4. Appointment of Mr. Robert S. Schmidt, Mrs. Dorothy Soellner, Mr. John R. Winkler and Mr. Donald A. Kinderfather.

TEACHERS COLLEGE BOARD

5. Acceptance of the resignations of the following Civil Service employees: Mr. Robert Beyer, Mr. Michael Bibby, Mrs. Catherine A. Bonny, Mr. Melvin W. Currie, Mrs. Faye Duncan Felchner, Mrs. Wynona Gillett, Mr. Herbert Heiss, Mrs. Shirley Hill, Mrs. Lucile Q. Jones, Mr. Milton J. Kadlec, Mrs. Hester E. Krause, Miss Helena Lampi, Miss Sherrilyn Martin, Mr. Lawrence Pier-son, Miss Delores Schlotter, Mrs. Carol E. Smith, Miss Esther Unzicker, Mrs. Charlotte Upton.
6. Granting of disability leave to Mr. George M. Search.
7. Change in status for Mrs. Laura E. Berry, Miss Carolyn R. Cushing, Mr. Russell T. Fitzgerald, Miss Josephine V. Johnson, Mrs. Bernadine J. Jones, Mr. John A. Kraatz.
8. Appointment of the following Civil Service employees: Mr. Robert Beyer, Mrs. Doris Broughton, Miss Mary A. Christofferson, Miss Rachel H. Davis, Mrs. Doris R. Dohrmann, Mr. Louis E. Fiorini, Mr. Fred L. Gester, Miss Kathryn E. Hollatz, Mrs. Delores A. Hughes, Mrs. Lucile Q. Jones, Mrs. Mary T. Myers, Mrs. Ruth E. Sellers, Mrs. Marie C. Severson, Mrs. Evelyn Shepherd.
9. Appointment of Mr. Robert Heiss as a temporary employee.

Respectfully submitted,
ARTHUR H. LARSEN

REPORT OF THE WESTERN ILLINOIS STATE COLLEGE October 18, 1954

The following report is submitted for the Western Illinois State College:

I. STUDENTS

A. Enrollment, Second Summer Term, 1954

| | | Men & Boys | Women & Girls | Total | Total One Year Ago |
|------------------|------------------|------------------|---------------------|-------|--------------------------|
| 1. College | 1. College | | | | |
| Regular Students | Regular Students | | | | |
| Graduates | Graduates | 107 | 139 | 246 | 193 |
| Seniors | Seniors | 57 | 91 | 148 | 126 |
| Juniors | Juniors | 47 | 83 | 130 | 104 |
| Sophomores | Sophomores | 40 | 40 | 80 | 53 |
| Freshmen | Freshmen | 35 | 21 | 56 | 24 |
| Sub-Total | Sub-Total | 286 | 374 | 660 | 500 |
| Extension | Extension | | | | |
| Monmouth | Monmouth | 1 | 11 | 12 | |
| Grand Total | Grand Total | 287 | 385 | 672 | 500 |

PROCEEDINGS

B. Enrollment, Fall Quarter, 1954

| | Men & Boys | Women & Girls | Total | Total One Year Ago |
|---|------------------|---------------------|-------|--------------------------|
| 1. College | | | | |
| Regular Students | | | | |
| Graduates | 16 | 8 | 24 | 19 |
| Seniors | 120 | 74 | 194 | 182 |
| Juniors | 133 | 120 | 253 | 207 |
| Sophomores | 297 | 166 | 463 | 351 |
| Freshmen | 459 | 260 | 719 | 601 |
| | 1,025 | 628 | 1,653 | 1,360 |
| Saturday & Evening Classes | | | | |
| Graduates | 59 | 62 | 121 | 120 |
| Seniors | 3 | 36 | 39 | 24 |
| Juniors | 4 | 48 | 52 | 31 |
| Sophomores | | 7 | 7 | 6 |
| Freshmen | | 3 | 3 | |
| | 66 | 156 | 222 | 181 |
| Sub-Total | 1,091 | 784 | 1,875 | 1,541 |
| 2. Extension, First Semester, 1954-55 (tentative) | | | | |
| Art 320—Quincy | 3 | 21 | 24 | |
| Economics 231—Rock Island | 6 | 30 | 36 | |
| Ed. 437—437G—Galesburg | 6 | 64 | 70 | |
| Ed. 438—438G—Winchester | 5 | 27 | 32 | |
| Eng. 219—Mt. Sterling | | 17 | 17 | |
| Geog. 256—Galva | | 34 | 34 | |
| Health 220—Peoria | | 42 | 42 | |
| Health 220—Canton | 1 | 20 | 21 | |
| Hist. 423—Carthage | 1 | 14 | 15 | |
| Psych. 120—Quincy | | 32 | 32 | |
| Psych. 424—Quincy | 5 | 19 | 24 | |
| Speech 335—Pittsfield | 3 | 62 | 65 | |
| Vis. Ed. 320—Jacksonville | 4 | 29 | 33 | |
| Vis. Ed. 322-3—Aurora | 2 | 23 | 25 | |
| Sub-Total | 36 | 434 | 470 | 488 |
| 3. Secondary Schools | | | | |
| Western High School | 80 | 88 | 168 | 132 |
| Macomb Sr. High | 212 | 220 | 432 | 385 |
| Bardolph High School | 20 | 29 | 49 | 52 |
| Kewanee High School | 351 | 342 | 693 | 675 |
| Galesburg High School | 565 | 577 | 1,142 | 1,105 |
| Barry High School | 73 | 69 | 142 | 126 |
| Jacksonville H.S. | 500 | 451 | 951 | 909 |
| Hamilton High School | 0 | 0 | 0 | 186 |
| Bushnell—Prairie City | 153 | 137 | 290 | 0 |
| Sub-Total | 1,954 | 1,913 | 3,867 | 3,384 |
| 4. Elementary Schools | | | | |
| Western Lab. School | 163 | 197 | 360 | 326 |
| MacArthur, Macomb, Grades 5 & 6 | 32 | 24 | 56 | 62 |
| Bardolph | 71 | 64 | 135 | 137 |
| Adair | 49 | 45 | 94 | 80 |
| Sub-Total | 315 | 330 | 645 | 605 |
| Grand Total | 3,396 | 3,461 | 6,857 | 6,204 |

TEACHERS COLLEGE BOARD

| | <u>Men & Boys</u> | <u>Women & Girls</u> | <u>Total</u> | <u>Total One Year Ago</u> |
|--|-------------------------------|----------------------------------|--------------|-----------------------------------|
| The tentative enrollment of veterans (included above) is as follows: | | | | |
| Public Law 550 | | | 268 | |
| Public Law 346 | | | 2 | |
| Public Law 16 | | | 3 | |
| Public Law 849 | | | 1 | |
| Military Scholarship | | | 16 | |
| | | | <u>290</u> | |

C. Number of students majoring in each department or division, Fall Quarter, 1954:

1. Graduate Students

| | | |
|----------------|----------|----|
| Administration | 3 | |
| Social Science | 4 | |
| Chemistry | 4 | |
| Education | 3 | |
| Guidance | 3 | |
| English | 1 | |
| Biology | 3 | |
| Unspecified | <u>3</u> | |
| | | 24 |

2. Undergraduate Students

Curriculum C

| | |
|-----------------------|-----|
| Agriculture | 80 |
| Art | 20 |
| Biology | 18 |
| Chemistry | 27 |
| Business Education | 209 |
| English | 60 |
| Geography and Geology | 11 |
| Home Economics | 66 |
| Industrial Arts | 97 |
| Mathematics | 51 |
| Music | 46 |
| Physical Education | 227 |
| Physics | 14 |
| Spanish | 6 |
| Social Science | 63 |

Curriculum A

| | |
|-----------------------------|-----|
| Kindergarten—Primary | 141 |
| Intermediate & Upper Grades | 64 |
| Rural (All Grades) | 37 |
| Not specified | 1 |

Curriculum B

| | |
|-----------------|------------|
| Administration | 14 |
| Not specified | 1 |
| General College | <u>376</u> |

| | |
|-------|--------------|
| | <u>1,629</u> |
| Total | 1,653 |

PROCEEDINGS

D. Number of classes with enrollments of less than five and less than ten students, Fall Quarter 1954:

1. Classes with enrollments of less than five students.

a. Graduate

| | | |
|-----------|-----|---|
| Chemistry | 515 | 3 |
|-----------|-----|---|

b. Undergraduate

| | | |
|---------|-----|---|
| Spanish | 329 | 4 |
|---------|-----|---|

2. Classes with enrollments of less than ten students.

a. Graduate

None

b. Undergraduate

| | | |
|-----------------|-----|---|
| Biology | 322 | 8 |
| Chemistry | 408 | 9 |
| Library Science | 320 | 6 |
| Music | 353 | 8 |
| Women's P.E. | 225 | 6 |

E. Large Classes

We had expected an over-all enrollment of 1,500 students on campus, or 1,600 including Saturday and evening classes, and provided faculty accordingly. Instead we have an over-all campus enrollment of 1,875 which includes 1,653 full-time students; the remainder are in Saturday and evening classes. This situation provides us with a shortage of teachers, and we are meeting the needs much in the same manner as we did last year in taking care of the overload.

1. All biology classes have from five to six students in excess of the capacity enrollment according to laboratory equipment available.
2. Twenty-five per cent of the business education classes are too large for the number of machines available.
3. Chemistry has one exceptionally large class of 61 students which must be accommodated in a laboratory equipped for 42.
4. Seven of the education classes have over 65 students each.
5. English composition classes have an average of eight to ten more students than is desirable.
6. Industrial arts classes are too large, 25% of them having 10 to 15 more students than we have equipment available.
7. Nine of the social science classes have over 60 students, and one has 98 students.
8. The four health and hygiene classes have over 60 students in each.

TEACHERS COLLEGE BOARD

The 1955-57 budget for Western will reflect our needs for additional faculty in view of the large enrollment and the fact that we expect it to remain high during the next biennium.

F. Teachers College Scholarship Lists

1. I certify to the Teachers College Board that the 131 persons with the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher, dated July 13, 1954, to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the First Summer Term 1954 under the provisions of Section 30-1 of "The School Code".
2. I certify to the Teachers College Board that the 93 persons with the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher dated August 2, 1954, to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the Second Summer Term 1954 under the provisions of Section 30-1 of "The School Code".

G. Military Scholarship Lists

1. I certify to the Teachers College Board that the 68 persons of the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher dated August 16, 1954, to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the First Summer Term 1954 under the provisions of Section 30-5 of "The School Code".
2. I certify to the Teachers College Board that the 36 persons of the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher dated October 1, 1954, to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the Second Summer Term 1954 under the provisions of Section 30-5 of "The School Code".

H. Graduates, June 1954

1. Master of Science in Education (total 17)

Aronson, Carl Adolph
Bavery, Edgar A.
Bullard, Frederick Lee
Farr, William Nelson
Hagerman, Howard Harold
Jones, Ross Alexander

Knuppel, Frankie Swartzbaugh
Martin, Fannie Swartzbaugh
O'Neil, Mary Anna
Riley, Robert J.
Shive, Betty Jean Ross

Shive, James William
Sperry, Eddie Joe
Standard, Ora Olive
Swise, Russell Eugene
Wendel, Otto William

in Absentia

Trcka, Ronald

PROCEEDINGS

2. Bachelor of Science in Education (total 147)

| | | |
|------------------------------|-----------------------------|---------------------------|
| Acker, Marjorie Lee | Greicius, Dorothy Hendricks | O'Brien, Bernard R. |
| Ahlberg, Charles Dennis | Gurley, Rosemary Schelkopf | Ollis, Joan |
| Aleshire, Betty Joan | Hagerman, Joan M. | Olson, Lillian Josephine |
| Allen, Henry Hollis | Hanson, Donna Jo | Paisley, David A. |
| Alterio, Frank Vincent | Hart, James Melchi | Patterson, Jeannette L. |
| Anderson, Helen Elizabeth | Hickman, Joyce Elaine | Payne, Mary Louise |
| Anderson, Marilyn Louise | Hipple, Rowena Elizabeth | Pecaut, Kathryn M. |
| Beatty, Barbara Evelyn | Hoburg, Joan Steck | Pence, Alfred LeVon |
| Beebe, Bette Louise | Holton, Rose Overend | Pershing, Rex Weldon |
| Behrens, Helen Marie | Hoover, Elizabeth Ann | Peterson, Helen Irene |
| Bettisworth, Bettye Joe Anne | Hopper, Gordon Clyde | Plunkett, Leota Helen |
| Bloome, Helen Joyce | Hopper, Merlin F. | Polhill, Allen R. |
| Blunt, Lawrence Woodson | Horwedel, Mary Edith | Price, Ellen Jane |
| Bratcher, Joseph Carl | Hunter, Nancy Mae | Replogle, Donald Dean |
| Brauer, Daniel Mansfield | Ingram, Richard H. | Repplinger, Norman Ray |
| Brown, Patricia Rankin | Johnson, Lorena June | Roberts, Georgia Berniece |
| Browning, Marilyn Edith | Johnston, Juanita Ruth | Ross, Carol E. |
| Bryan, Erma Marie | Kanda, Mamoru | Sandler, Duane |
| Carlson, Richard W. | Keil, Mary Elizabeth | Schauble, Joseph Herman |
| Carmichael, Robert Gershom | Laflin, Joann Elizabeth | Schwagerman, Mary A. |
| Cary, Lewis I. | Lathrop, Neil Wayne | Sheckler, Clara Delores |
| Clayton, Gene Peter | Lee, Carol | Silvestri, Alicia Jean |
| Clow, Jean Louise | Lindsey, Alfred, Jr. | Spears, Carolyn Martha |
| Clute, Donald Lee | Logsdon, Dale L. | Sperry, Willeane Wilsey |
| Coleman, Lois Burgard | Loveall, Thomas Richard | Spooner, Winafred Ann |
| Coultas, Nancy Ann | McCarthy, Patricia Ann | Sproul, Donald James |
| Covert, Margaret | McCormick, Imogene Newell | Steffey, Hazel Imogene |
| Cramm, Joetta Marie | McCulley, Lowell E. | Stewart, Phyllis J. |
| Crook, Christine Marie | Meats, Roberta Catherine | Strickler, Aubrey Jerrold |
| Dean, Carl William, Jr. | Mentgen, George J. | Taylor, Jo Ann Richey |
| Dean, John W. | Meredith, James H. | Travis, Doris Vivian |
| DeVol, Joan Dolores | Meyer, Nancy C. | Virgin, Margaret Joan |
| Dillon, Joseph Vincent | Milburn, Joyce Meredith | Ward, Rita Marie |
| Donaldson, Junadel | Miller, Don Edwin | Watson, Dolores Janeczek |
| Dowacter, Donna L. | Miller, Helen White | Wear, Earl |
| Elbe, Harry L. | Miller, R. Paul | Wheeler, Donald Lee |
| Ellis, Dove Irene | Mitchell, Doris Ann | Wiegman, Janet Marlene |
| Emrick, Harry D. | Mitchell, William M. | Will, Lena Smith |
| Evans, Lillian Van Meter | Moore, P. Morris | Williams, Patricia Joan |
| Fishburn, William Fred | Muehr, Carol Martha | Williamson, Thomas Dee |
| Friichtenicht, Richard Del | Negley, Nancy Dunblazier | Woll, Barbara Jean |
| Gardner, Emma Jane | Nestler, Clyde Henry | Wood, Janis Jean |
| Graf, George Frederick | Neuneker, Ruth A. | Wuehle, Joyce Lorraine |
| Grant, William Lee | Newland, Sina R. | Young, Yvonne Gloria |
| Green, Ronald Kenneth | Nordstrom, Robert Erwin | |

in Absentia

| | | |
|---------------------------|-----------------------------|--------------------------|
| Gilbert, Consuelo Yvonne | Mansfield, Earl A. | Redman, Hobert |
| Haberman, Charles Elliott | McGraw, James C. | Spillers, Barbara J. |
| Hillyer, Jack Lee | Morgan, William George, Jr. | VanProyen, Glen Bernard |
| Hollinger, Robert Charles | Pensinger, Carolyn Duncan | Wajrowski, Harold Robert |
| Hulvey, Faith | | |

TEACHERS COLLEGE BOARD

I. Graduates, July 1954

1. Master of Science in Education (total 18)

| | | |
|----------------------------|----------------------|--------------------------|
| Adair, Dorothy Fay | Ketner, Paul Francis | Robinson, Vallie Eugene |
| Akes, Zelma Oliver | Larson, Dean Gordon | Schlegel, C. Wayne |
| Beck, Charles Bernard | LeMay, David Indemon | Thomas, Kenneth Arlen |
| Charnock, Florence Wiley | Linebaugh, Alletha | Walterscheid, Juanita C. |
| Crossland, E. Eugene | Miller, Kenneth Lane | Warren, Stephen Lane |
| Holden, Catherine Margaret | Repplinger, B. Wayne | Watson, Archie M. |

2. Bachelor of Science in Education (total 42)

| | | |
|--------------------------|--------------------------|-------------------------|
| A'Hearn, Frances | Finnegan, James Eugene | Park, Peter Jay |
| Baily, Noralyn Elizabeth | Gillette, M. Lorraine | Patterson, Betty Coleen |
| Bavery, Donna Etter | Girvin, Mildred Ina | Perelli, James Eugene |
| Black, George Walker | Heaton, Benjamin Sanford | Prentice, Richmond E. |
| Browning, William G. | Helms, Patricia Ann | Robinson, Jo Ann |
| Butler, Juanita Maxine | Hermann, Vera C. | Rogers, Bill Eugene |
| Cox, Lois Theresa | Johnson, Virgil A. | Roush, DeWayne W. |
| Crum, Lucius Leroy | Kern, Kenneth Earl | Smith, Dale W. |
| Dahler, Verda C. | Lekas, Spiro Francis | Smith, Elizabeth Hayden |
| Davis, Paul Richard | L'hommedieu, Adana D. | Stamm, Leland |
| DeLonjay, Carol Marie | Mattingly, Paul Fredrick | Sutton, Wayne M. |
| Essig, Donald W. | Meyer, Vivian W. | Swan, Leslie Charles |
| Ewing, Everette E. | Mulligan, George | Vance, Twila D. |
| Farmer, Goldie W. | Munson, Eloise | Wood, Lois E. |

J. Graduates, August 1954

1. Master of Science in Education (total 30)

| | | |
|--------------------------|---------------------------|--------------------------|
| Albert, Arlene Ray | Hipple, Rowena Elizabeth | Ringquist, Anne Vernetta |
| Burnham, B. Rodger | Hungate, William Lenix | Ross, Cornelius A. |
| Collins, Harold William | Lawton, Dale Elmer | Shover, Stanford Russell |
| Cox, John Francis | Murphy, John C., Jr. | Siemer, Anthony Leonard |
| Crouch, Ruth Fiske | Neylon, Frank M., Jr. | Smith, Richard J. |
| Doak, Jessie Bedford | Overton, Paul Dean | Swafford, George Edward |
| Fessler, Frank | Page, Harry LaVerne | Tinker, Eugene Stanley |
| Fricke, Emma Louise | Paulsen, Robert Ferdinand | Wallace, Louis Laverne |
| Greene, Eva B. | Philblad, Helen Staggs | West, Robert Lowell |
| Gross, Russell Frederick | Pierson, Louise L. Shaw | Young, Helen Frances |

2. Bachelor of Science in Education (total 42)

| | | |
|--------------------------|--------------------------|---------------------------|
| Acheson, Edna | Harris, Virginia | Palin, Laura |
| Bartlow, Lillie | Howes, Edna B. | Peak, Nina Greenlief |
| Booz, Mary Catherine | Hurst, Mabel Whittenberg | Ray, Maurine |
| Bridges, William | Hyde, Gene A. | Rebscher, Helen Knox |
| Crawford, Don Lee | Jackson, Florence Wilson | Redmond, Esther P. |
| Dallia, Janice Diane | Johnson, Dorothy Casler | Reed, Anna E. |
| Deutscher, Albert Merle | Johnson, Thelma Arlene | Roberts, Ruth Carter |
| Diers, Nellie Mae | Jolly, H. Keith | Roe, Dorothy Traser |
| Eckhardt, Ann Elizabeth | Keith, Edwin Eugene | Seckman, Maxine Broderick |
| Elliott, Nellie M. | Lock, Sarah Jackson | Spiller, Helen Barrett |
| Fantz, Juanita Williams | Lucas, Shirley Pittenger | Swan, Phyllis Ruth |
| Ferguson, Robert Bruce | Mackenzie, William Homer | Tholen, Esther |
| Frowein, Janice Sohrbeck | Mordue, Dale Lewis | Trihey, Mary Carolyn |
| Gillogly, Don Elliott | Olson, Mildred E. | Walker, Mailyn Ann |

PROCEEDINGS

II. FACULTY

A. Summer School Changes

1. The classes scheduled for Dr. Ralph W. Frank, Associate Professor of Geography, for the Second Summer Term did not fill and, therefore, in accordance with his contract Dr. Frank was dropped from the payroll for this period. This resulted in a savings of \$840 in our Personal Services funds.

B. Resignation

1. Mrs. Frances O'Brien McKee, Faculty Assistant in the Laboratory School (kindergarten), has submitted her resignation to become effective November 30, 1954. She will be replaced by student help.

C. Leave of Absence

1. Dr. Harriet C. Stull, Professor of Social Science, requested a leave of absence without salary for the Fall Quarter 1954.

D. Appointments

1. Dr. Gifford C. Loomer was employed effective September 1, 1954 as Associate Professor of Art in the Laboratory School to replace James A. Schinneller, resigned. His degrees are: B. Ed., Whitewater, Wis., State Teachers College; A. M., Columbia University; Ph. D., University of Wisconsin. His teaching experience has been in the high schools at Hiteman and Stanley, Iowa; Columbia University; Ball State Teachers College; Eastern Illinois State College. His salary is \$520 per month.
2. Mr. William Mitchell was employed effective September 1, 1954 as Faculty Assistant in the Laboratory School to teach two classes in Business Education, replacing Mrs. Gladys Thistlethwaite. His salary is \$150 per month. Mr. Mitchell received the B. S. degree from Western and is enrolled as a graduate student.
3. Mrs. Eugenia Stevens was employed as Faculty Assistant in the Department of Home Economics at \$225 per month for the Fall Quarter 1954 to replace Miss Wilma Warner who is on leave of absence for the quarter. Mrs. Stevens received the B. S. degree from Purdue University and has done graduate work at Western Reserve University. Her teaching experience has been in the Cleveland, Ohio, public schools.

TEACHERS COLLEGE BOARD

4. Mr. Guy Ricci was employed as Instructor in the Department of Physical Education effective September 1, 1954 at \$500 per month. Mr. Ricci received the A. B. and M. S. degrees from Bradley University. He spent four years in the U. S. Navy and has five years' teaching experience in the high schools at Tremont and Normal, Illinois. He filled a new position approved by the Board on April 19, 1954.
5. Miss Josephine Stevens was employed as Faculty Assistant in the Department of Social Science effective September 1, 1954 to teach two classes originally scheduled for Dr. Harriet Stull. Miss Stevens is completing the work for the B. S. degree during the current quarter and then will be enrolled in graduate work. Her salary is \$150 per month; employment is for Fall Quarter only.

E. Change in Contract

1. Mrs. Jean Morrow was originally employed to teach part-time in the Department of Biological Science at \$250 per month. When the enrollment necessitated additional sections of biology classes, it was necessary to employ Mrs. Morrow for a full teaching load, and her salary was increased to \$400 per month.

III. OTHER SCHOOL EMPLOYEES

A. Lay-Offs

The following temporary employees were laid off on the dates indicated in each case:

1. Ray Hollister, Farm Hand, completed his six-months temporary appointment on September 30, 1954.
2. Howard Logan, Groundsman, completed his three-months temporary appointment on September 1, 1954.
3. Thomas Owens, Janitor, was replaced by a regular employee effective September 1, 1954.
4. Steven Roberts, Janitor, was no longer needed after regular janitors completed their vacations and was laid off as of September 1, 1954.
5. Marlene Wilson, Clerk Typist I, completed her temporary appointment as of September 1, 1954.
6. Donald Shryack, Groundsman, completed his six-months temporary appointment on September 30, 1954.

B. Resignations

1. Mrs. Marilyn A. McCulley, Clerk Stenographer I, resigned effective September 7, 1954. She served as secretary to the Dean of Women, and her salary was \$195 per month.
2. Mr. George E. Nunn, Janitor, resigned effective September 30, 1954. His salary was \$240 per month.

PROCEEDINGS

C. Appointments

1. Mrs. Grace I. Baker was employed as Clerk Stenographer I (W-CS-75) effective August 23, 1954 at \$175 per month. She replaced Mrs. McCulley in the Office of the Dean of Women.
2. Mrs. Beverly Black Derry was employed as temporary Clerk Stenographer I effective September 1, 1954 at \$170 per month. She replaces Mrs. Alice C. Burnham, who is on leave of absence and whose position was filled during the summer by Marlene Wilson. Mrs. Derry works one-half time in the Office of the Dean of Men and one-half time in the Audio-Visual Education Department.
3. Miss Ethel E. Moore was employed as temporary Clerk Stenographer I effective September 1, 1954 at \$170 per month. This is a new position in the Placement Bureau and was approved by the Board on April 19, 1954.
4. Mr. Homer Icenogle was employed as temporary Groundsman effective September 1, 1954 at \$200 per month for a period not to exceed three months. He replaced Howard Logan.
5. Mr. Loyd G. Sanderson was employed as temporary Janitor effective September 6, 1954 at \$200 per month. He is substituting for Charles Nelson who is on sick leave and will be paid from Bond Revenue, Residence Hall Series 1954.
6. Mrs. Mary Ferne Vradenburg, Kitchen Helper, was re-employed effective September 1, 1953 at \$155 plus \$10 maintenance. She was laid off June 11, 1954 at the cafeteria served only two meals per day during the summer. (W-CS-11).
7. Mr. Lloyd Wendell Smith was employed as Janitor (W-CS-34) effective September 1, 1954 at \$200 replacing C. Huffman, resigned.
8. Mrs. Mary Phelps will be re-employed as Assistant Cashier (W-CS-48) effective November 1, 1954 at \$215 per month. Mrs. Phelps has been on leave of absence without salary since January 1, 1954.

D. New Position

1. Permission is requested to add a person to the Business Office staff for the accounting and collections for the bond issue dormitories and stadium and also for auxiliary enterprises. This new position has been approved by the chairman of our local Advisory Committee. For this position we recommend Mrs. Patricia Hoburg at a salary of \$250 per month (temporary appointment). This position will become effective November 1, 1954, and her payroll title will be Accounting Assistant. Mrs. Hoburg will be paid from Bond Revenue, Residence Hall Series 1954. Mrs. Hoburg's present appointment as temporary Assistant Cashier will be terminated as of October 31, 1954.

TEACHERS COLLEGE BOARD

E. Change of Status

1. Mr. Kenneth M. Peterson's classification (W-CS-77) and salary were changed effective September 1, 1954 from Stationary Fireman at \$365 per month to Fireman's Helper at \$340 per month.
2. In accordance with a directive from the University Civil Service System, the classification of the following employees was changed from Cook to Second Cook as of September 1, 1954:

| | |
|-------------------|---------|
| Edna Burton | W-CS-7 |
| Ruth Hainline | W-CS-19 |
| Altie Stockwell | W-CS-61 |
| Nell R. Purdum | W-CS-52 |
| Clara Broyles | W-CS-5 |
| Marie L. Horrell | W-CS-72 |
| Roberta D. Miller | W-CS-39 |
| Nellie Mae Rhodes | W-CS-54 |

There was no salary change involved.

IV. ORGANIZATION

Western's Fifth Religious Emphasis Week was observed the week of September 26-29, 1954. The events of this week were planned by the United Student Christian Foundation and a special faculty committee. Guest speakers for the week were Dr. Roy A. Chevillie, Graceland College; Dr. David Andrew Weaver, president of Shurtleff College; Mrs. William Burnet Easton, Jr., Parkville Missouri; Mrs. William Matthews, Galesburg, Illinois; Monsignor Luigi Ligutti, executive director of National Catholic Rural Life Conference. These people spoke in the churches of the city, on our college assembly programs, in classes, and to student organizations. Faculty and student teas were held in their honor, and each noon a special luncheon was held for faculty members and the guest speakers. The percentage of the student body and faculty participating in the conferences this year was approximately the same as last year in view of the increase in the number of students on campus.

V. CURRICULUM

Western has had representatives from teachers colleges of four states visit on campus to study our curriculum and our administrative and organizational setup. All of the groups were very complimentary and pleased with the Governing Policies for the Organization and Administration of the State Teachers Colleges in Illinois. The members of each group remarked that in their visits to teachers colleges elsewhere they had not found any printed or written statements such as we have in the State of Illinois.

All of these groups were especially interested in the salary schedule we have listed on page 13 of the bulletin, as that seems

PROCEEDINGS

to be an activity in which all the teachers colleges are engaged, namely, revision of their academic and nonacademic salary schedules.

VI. BUILDINGS AND GROUNDS

A. Seal Hall

Present indications are that at least half of Seal Hall will be ready for occupancy by the opening of the Winter Quarter on November 29, 1954. If we have no further interruptions because of lack of materials or labor difficulties, it is possible that the entire building will be completed by that date.

B. Science Building

Construction of this building is moving along on schedule, and it should be done in ample time for use the fall of 1955.

VII. AUXILIARY ENTERPRISES

No Report.

VIII. STUDENT LIFE

- A. Western's Thirty-second Annual Homecoming will be held this weekend of October 21-24, inclusive. The homecoming football game will be played at 2:00 p.m., Saturday, on Hanson Field. Our opponent will be Central Michigan.

IX. MISCELLANEOUS

A. Bids on covering Morgan Gymnasium roof.

Invitations to bid were sent to firms within fifty miles of Macomb that are equipped to do this job. The specifications are as follows:

"To furnish all material and labor for covering the roof on the main part of Morgan Gymnasium, Western Illinois State College.

"The present roof is to remain intact, mopped with 50 lb. Carey Steep Mance Asphalt or equivalent per 100 sq. ft., surface with two plys of 55 lb. semi Lastile sheet manufactured by Phillip Carey Manufacturing Company or equivalent. This is to be nailed with one-inch roofing, nailed with a five-inch head one inch above the seventeen-inch granular surface six inches apart. The second coat being applied of hot asphalt butting to the granular parts of the first sheet. All ends are to be properly moved up under flashing and any flashing which is loose to be repaired. All roofing is to be securely mopped in and around present ventilators so there will be no leaks.

"The building is 200 ft. by 90 ft. and has a quarter pitch roof. For area it will be necessary for the bidder to make his own field measurements for the amount of material needed. The contractors agree to clean up all debris after the job is completed."

TEACHERS COLLEGE BOARD

The present roof of Morgan Gym leaks and needs repairing before winter. This item will be paid from Contractual Services, General Revenue. Bids were received as follows:

| | |
|---|------------|
| White's Insulation and Roofing, Galesburg | \$2,250.00 |
| Central Cities Roofing Co., Galesburg | 2,625.00 |
| Logsdon Roofing Co., Macomb | 2,975.00 |

It is recommended that the low bid of White's Insulation and Roofing be accepted.

B. Purchase of Tool and Cutter Grinder

We request permission to purchase a used Rotorex Universal Tool and Cutter Grinder from the Great Lakes Machinery Company, Chicago, Illinois for \$1,450 plus freight. Mr. Miller and Mr. Griesenbrock of our Industrial Arts Department have inspected this equipment and recommend its purchase for their department. It is guaranteed to be in excellent mechanical condition. This purchase has been approved by the chairman of our local Advisory Committee.

A new machine of this type would cost \$3,750. The Industrial Arts Department has sufficient funds in their Equipment budget to purchase this grinder.

X. SUMMARY

The approval of the Teachers College Board is respectfully requested for the following recommendations:

- A. The list of Teachers College Scholarship students for the First Summer Term 1954.
- B. The list of Teachers College Scholarship students for the Second Summer Term 1954.
- C. The list of Military Scholarship students for the First Summer Term 1954.
- D. The list of Military Scholarship students for the Second Summer Term 1954.
- E. The lists of graduates for June, July, and August 1954.
- F. Removal of Dr. Ralph W. Frank from the payroll for the Second Summer Term 1954 due to insufficient demand for scheduled classes.
- G. The resignation of Mr. Frances O'Brien McKee effective November 30, 1954.
- H. The leave of absence without salary for Dr. Harriet C. Stull for the Fall Quarter 1954.
- I. The appointment of Dr. Gifford C. Loomer as Associate Professor in the Laboratory School (Art) effective September 1, 1954 at \$520 per month.

PROCEEDINGS

- J. The employment of Mr. William Mitchell as Faculty Assistant in the Laboratory School (Business Education) effective September 1, 1954 at \$150 per month.
- K. The employment of Mrs. Eugenia Stevens as Faculty Assistant in the Department of Home Economics for the months of September, October, and November 1954 at \$225 per month.
- L. The appointment of Mr. Guy Ricci as Instructor in the Department of Physical Education effective September 1, 1954 at \$500 per month.
- M. The employment of Miss Josephine Stevens as Faculty Assistant in the Department of Social Science for the months of September, October and November at \$150 per month.
- N. Change in contract for Mrs. Jean Morrow, Instructor in the Department of Biological Science, from \$250 to \$400 per month for the 1954-55 academic year.
- O. Lay-off of Ray Hollister, Farm Hand, effective September 30, 1954; Howard Logan, Groundsman, September 1, 1954; Thomas Owens, Janitor, September 1, 1954; Steven Roberts, Janitor, September 1, 1954; Marlene Wilson, Clerk Typist I, September 1, 1954; Donald Shryack, September 30, 1954.
- P. The resignation of Mrs. Marilyn A. McCulley effective September 7, 1954.
- Q. The resignation of Mr. George E. Nunn effective September 30, 1954.
- R. The employment of Mrs. Grace I. Baker as Clerk Stenographer I effective August 23, 1954 at \$175 per month.
- S. The employment of Mrs. Beverly Black Derry as temporary Clerk Stenographer I effective September 1, 1954 at \$170 per month.
- T. The employment of Miss Ethel E. Moore as temporary Clerk Stenographer I effective September 1, 1954 at \$170 per month.
- U. The employment of Mr. Homer Icenogle as temporary Groundsman effective September 1, 1954 at \$200 per month.
- V. The employment of Mr. Loyd G. Sanderson as temporary Janitor effective September 6, 1954 at \$200 per month.
- W. The re-employment of Mrs. Mary Ferne Vradenburg as Kitchen Helper effective September 1, 1954 at \$155 plus \$10 maintenance per month.
- X. The employment of Mr. Lloyd Wendell Smith as Janitor effective September 1, 1954 at \$200 per month.
- Y. The re-employment of Mrs. Mary Phelps as Assistant Cashier effective November 1, 1954 at \$215 per month.
- Z. Establishment of the position of Accounting Assistant in the Business Office and the temporary appointment of Mrs. Patricia Hoburg to this position effective November 1, 1954 at \$250 per month.

TEACHERS COLLEGE BOARD

- AA. Change in payroll classification from Stationary Fireman to Fireman's Helper and change in salary from \$365 to \$340 per month effective September 1, 1954 for Kenneth M. Peterson.
- BB. Change in payroll classification from Cook to Second Cook effective September 1, 1954 for Edna Burton, Ruth Hainline, Altie Stockwell, Nell R. Purdum, Clara Broyles, Marie L. Horrell, Roberta D. Miller, Nellie Mae Rhodes, and Carol Switzer.
- CC. Acceptance of the low bid of \$2,250.00 by White's Insulation and Roofing, Galesburg, for covering the Morgan Gymnasium roof.
- DD. Purchase of a Rotorex Universal Tool and Cutter Grinder from the Great Lakes Machinery Company, Chicago, for \$1,450.00, f.o.b., Chicago.

Respectfully submitted,
F. A. BEU, President

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE To be presented at the meeting of the Teachers College Board at Charleston October 18, 1954

To the Chairman and Members of the Teachers College Board,
Mrs. Madlener and Gentlemen: I have the honor to submit the following report:

I. STUDENTS

- a) Per capita cost for 1953-1954 (on campus, including graduate and undergraduate students - based on full-time equivalents) 16 quarter hours per quarter or 48 quarter hours per year:

| | |
|---|---------|
| Autumn Quarter - total quarter hours registered . . . | 34,143 |
| Winter Quarter - " . . . | 31,960 |
| Spring Quarter - " . . . | 30,715½ |
| Summer Session - " . . . | 11,513 |
| Extension - " . . . | 5,217 |

Grand Total 113,548½

113,548½ - 48 equals 2,365

Expenditures for 1953-1954 totalled \$1,818,960.00* Total expenditures (\$1,818,960) divided by number of students (2,365.6) equals \$768.92 per capita cost for 1953-1954.

* Expenditures do not include permanent improvements, auxiliary enterprises, university retirement system, expenditures on behalf of the Teachers College Board Office, University civil service system, major repairs and major non-recurring purchases of equipment.

PROCEEDINGS

b) Enrollment, First Semester, 1954-1955

| <u>Resident</u> | Men | Women | Total | Total One Year Ago |
|-----------------------------------|------|-------|-------|-----------------------|
| <u>Undergraduates – full-time</u> | | | | |
| Post Graduates | — | 4 | 4 | — |
| Seniors | 157 | 169 | 326 | 301 |
| Juniors | 163 | 171 | 334 | 322 |
| Sophomores | 238 | 266 | 504 | 396 |
| Freshmen | 495 | 474 | 969 | 832 |
| Total full-time undergraduates | 1053 | 1084 | 2137 | 1851 |
| <u>Undergraduates – part-time</u> | | | | |
| Post Graduates | 1 | 6 | 7 | 15 |
| Seniors | 14 | 50 | 64 | 54 |
| Juniors | 7 | 49 | 56 | 69 |
| Sophomores | 5 | 13 | 18 | 28 |
| Freshmen | 8 | 21 | 29 | 15 |
| Total part-time undergraduates | 35 | 139 | 174 | 181 |
| Total Undergraduates | 1008 | 1223 | 2311 | 2032 |
| <u>Graduate Students</u> | | | | |
| Full-time | 21 | 1 | 22 | 47 |
| Part-time | 140 | 92 | 232 | 198 |
| Total Graduate Students | 161 | 93 | 254 | 245 |
| Total Resident Students | 1249 | 1316 | 2565 | 2277 |
| <u>Extension</u> | | | | |
| Undergraduates | 25 | 203 | 228 | |
| Graduates | 28 | 35 | 63 | |
| Total Extension Students | 53 | 238 | 291 | 340 |
| GRAND TOTAL, RESIDENT, EXTENSION | 1302 | 1554 | 2856 | 2617 |

c) Enrollment - Full-time Equivalent on Basis of 16 semester hours per student*

| <u>Resident</u> | Men | | Women | | Total | | Total Full-time equivalent One Year Ago |
|------------------|------------------|-------------------------|------------------|-------------------------|------------------|-------------------------|--|
| | Indivi- duals | Full-time equivalent | Indivi- duals | Full-time equivalent | Indivi- duals | Full-time equivalent | |
| Graduates | 161 | 54 | 93 | 20 | 254 | 74 | 145 |
| Undergraduates | 1088 | 1064 | 1223 | 1117 | 2311 | 2181 | 1942 |
| Total Resident | 1249 | 1118 | 1316 | 1137 | 2565 | 2255 | 2087 |
| <u>Extension</u> | | | | | | | |
| Graduates | 28 | 5 | 35 | 7 | 63 | 12 | |
| Undergraduates | 25 | 5 | 203 | 37 | 228 | 42 | |
| Total Extension | 53 | 10 | 238 | 44 | 291 | 54 | 172 |
| GRAND TOTAL | 1302 | 1128 | 1554 | 1181 | 2856 | 2309 | 2259 |

* Equivalents for one year ago are based on fee payments.

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d) Extension Enrollment - First Semester, 1954

| Course | City | Men | Women | Total |
|----------------|-------------|-----|-------|-------|
| Bus. Educ. 521 | Moline | 4 | 6 | 10 |
| Education 345 | Streator | — | 22 | 22 |
| Education 350 | Sterling | 5 | 27 | 32 |
| Education 430 | East Aurora | 13 | 28 | 41 |
| Education 435 | East Aurora | 4 | 23 | 27 |
| Education 542 | Streator | 13 | 16 | 29 |
| English 512 a | Joliet | 4 | 7 | 11 |
| Fine Arts 304 | Woodstock | 2 | 25 | 27 |
| Ind. Arts 300 | Fox Lake | 1 | 30 | 31 |
| Phys. Sci. 490 | Rockford | 2 | 13 | 15 |
| Phys. Sci. 490 | Barrington | 2 | 14 | 16 |
| Soc. Sci. 240 | Sterling | 3 | 27 | 30 |
| Total | | 53 | 238 | 291 |

The students whose names are listed below completed the requirements for graduation at the close of the summer session, August 13, 1954.

DEGREE - MASTER OF SCIENCE IN EDUCATION

The graduate division consists of two programs:

- a) A program that envisions five consecutive years at Northern.
- b) A program comprising four years of college, teaching for a time, then returning to college for the fifth year or master's degree.

| | | |
|----------------------------|-------------------|-------------|
| William R. Abell | Biol. Sci. | Woodstock |
| Elliot Marvin Anderson | Educ. Adm. | Sycamore |
| George A. Ball | Educ. Adm. | Aurora |
| Ruth Hess Barker | Educ. Elem. | Sandwich |
| John D. Beiler | Soc. Sci. | Maywood |
| Wayne E. Block | Educ. — Soc. Sci. | Elgin |
| Mary Lou Brinkmann | Supvs. & Curric. | Itasca |
| Stanley Thomas Bristol | Educ. Adm. | Wheaton |
| Jane Payne Britton | English | Northbrook |
| Amy May Brown | Speech Corr. | Newark |
| Clyde P. E. Campbell | Educ. Adm. | DeKalb |
| Arthur Bernarr Carpenter | Phys. Sci. | Oregon |
| Margaret Cazemier | Educ. Elem. | Westmont |
| Walter H. Christian | Educ. Elem. | Hinckley |
| James Wesley Concidine | Educ. Adm. | DeKalb |
| Elizabeth Anne Condon | Educ. Elem. | Montgomery |
| Cornelia Beatrice Conibear | Educ. Elem. | Amboy |
| Donald James Connor | Educ. Adm. | Rockford |
| John Demos | Educ. Adm. | Oak Park |
| Abbie Chartier Dickman | Supvs. & Curric. | Herschler |
| Ardis Louise Ege | Educ. Adm. | Joliet |
| Eugene C. Fischer | Educ. Adm. | Mendota |
| Donald N. Flavin | Educ. Adm. | DeKalb |
| David Howes Fleming | Soc. Sci. | DeKalb |
| James Anthony Gau | Supvs. & Curric. | Bensenville |
| Marilyn Ruth Gau | Educ. Elem. | Bensenville |
| Goldie Marie Gigous | Biol. Sci. | Dixon |
| Lawrence Leigh Gilbert | Educ. Adm. | Sycamore |
| Walter George Hack | Educ. Adm. | Hillside |

PROCEEDINGS

| | | |
|------------------------------------|--------------------------|-----------------|
| Edward William Hall | Educ. Adm. | Woodstock |
| Marie E. Hansen | Educ. Sec. | St. Charles |
| Clayton Hapner | Educ. Adm. | Batavia |
| Henry Joseph Hermanowicz | Educ. Adm. | DeKalb |
| Thayer J. Hill | Educ. Adm. | Naperville |
| Elizabeth Smith Hixon | English | Evanston |
| Thomas Louis Hogan | Educ. Adm. | Joliet |
| Donald Alan Hucker | Physics | South Beloit |
| Basil Kakavas | Soc. Sci. | Rochelle |
| Janet Olson Kakavas | Educ. Elem. | Rochelle |
| Norman D. Kaye | Educ. Sec. | Chicago |
| Dorothy J. Langhammer | Educ. Sec. | Aurora |
| John H. Lathrop | Educ. Adm. | Woodstock |
| Edwin J. Laucus | Educ. Adm. | River Grove |
| Edwin E. Lyons | Soc. Sci. | Berwyn |
| Mary J. McDaniels | Educ. Elem. | DeKalb |
| Edward W. Mahoney, Jr. | Educ. Adm. | Lombard |
| Elvera Martinson | Educ. Elem. | Sycamore |
| Ruth Velander Michael | English | Sycamore |
| Blair Randall Miller | Educ. Adm. | Chicago |
| Harlow Gordon Miller | Sec. Adm. | Lombard |
| Evelyn Mae Moyle | Educ. Elem. | Oglesby |
| Betty Graham Nelson | Educ. Elem. | Elgin |
| Mary Elizabeth Nolan | Educ. Elem. | DeKalb |
| Robert Eugene Null | Educ. Adm. | Tucson, Arizona |
| John D. O'Connor | Educ. Adm. | Maple Park |
| Evalyn M. Olson | Bus. Educ. | Rochelle |
| George Marvin Petersen | Educ. Elem. | St. Charles |
| Paul W. Petersen | Biol. Sci. | Decatur |
| Donald F. Peterson | Educ. Adm. | Wayne, Michigan |
| Thomas Owen Pickett | Supvs. & Curric. | DeKalb |
| Robert Allan Piquette | Educ. Adm. | Waukegan |
| Edward Joseph Pitlik | Supvs. & Curric. | Brookfield |
| Ronald I. Rank | Physics | Prophetstown |
| Ruth Rosella Render | English | Malta |
| Nancy Kent Rollins | Educ. Elem. | Elburn |
| V. John Saari | Educ. Adm. | River Grove |
| Richard Edward Sanderson | English - Educ. | Ottawa |
| Fred F. Schusteric | Educ. Elem. | Oglesby |
| Albert Joseph Sirotnak | Educ. Adm. | Keithsburg |
| Vera Mae Snyder | Educ. Elem. | Maple Park |
| Elizabeth Jane Stevenson | Educ. Elem. | Aurora |
| Arete L. Taylor | Educ. Elem. | Marengo |
| Francis L. Thomas | Supvs. & Curric. | Sterling |
| Elizabeth S. Thompson | Educ. Elem. | Evanston |
| Raymond G. Traub | Educ. Adm. | Elgin |
| Martha R. Vogen | Educ. Elem. | Yorkville |
| Richard Earl Walton | Math. | Vernon |
| William George Wenzel | Educ. Adm. | Downers Grove |
| Ray Phillip Wile | Educ. Adm. | Itasca |

Total 79

Degrees awarded in June 42

Total Master's degrees,
June and August, 1954 121

Degree - Bachelor of Science in Education

| | | |
|--------------------------------|--------------------------------|----------|
| Nellie Anderson | Education | Durand |
| Gunda Marie Arvidson | Later Elementary | Chicago |
| Fern Evelyn Bastian | Early Elementary | Hinckley |
| Anne Bell | Early Elementary | Sycamore |
| Katherine Belting | Elementary Education | Rockford |

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| | | |
|-----------------------------------|------------------------------------|----------------------|
| Evelyn Louise Bernstein | Music | Chicago |
| Donald Jordan Binder | Physical Education | Chicago |
| Byrdie Blye Butzer | Later Elementary | Lyndon |
| John A. Carpenter | Physical Education | Cicero |
| James B. Cave | Later Elementary | Monroe Center |
| Elizabeth Rose Conrad | Early Elementary | Waukegan |
| Albert J. Coxhead | Industrial Arts | DeKalb |
| Judith Crowell | Later Elementary | DeKalb |
| Patricia Darling | Home Economics | Miami, Florida |
| Rena Parker Derix | Early Elementary | DeKalb |
| Florian Dodge | Industrial Arts | Chicago |
| Delbert E. Eicholtz | Later Elementary | Lena |
| Wilfred Henry Faulkner | Earth Science | Rock Falls |
| James Raymond Fedro | Industrial Arts | Elmwood Park |
| Evelyn A. Fencel | Education | Seneca |
| Catherine A. Freeman | Early Elementary | Gilbert |
| Louis G. Freeman | Social Science | DeKalb |
| Carolyn Gibson | Early Elementary | Elgin |
| Ruth E. Goodsell | Early Elementary | Capron |
| Donna Jean Green | Later Elementary | Round Grove |
| Sonia Maria Greenspon | Speech Correction | Chicago |
| Jack LeRoy Hansen | Physical Education | Oak Park |
| Louis W. Harrison | Early Elementary | Rockford |
| Jeanne M. Hauck | Later Elementary | Homewood |
| Betty Hilliard | Early Elementary | Ottawa |
| Anita Mildred Hoeft | Later Elementary | Mukwonago, Wisconsin |
| Beatrice Bell Hull | Early Elementary | Aurora |
| Walter John Jacobson | General Sci. (Chemistry) | Chicago |
| Della M. Joneson | Later Elementary | Ottawa |
| Ardythe Bernette Kehlet | Later Elementary | Joliet |
| Robert Kemp | Social Science | Chicago |
| Robert James Kleinz | Later Elementary | Blue Island |
| John Russell Krech | Physical Education | Madison, Wisconsin |
| Ruth Kubly | Early Elementary | Marengo |
| Cora Lindberg | Early Elementary | Poplar Grove |
| Winnifred Loomis | Later Elementary | Ottawa |
| Martha Lundeen | Later Elementary | Sandwich |
| Joan F. Macey | Early Elementary | Chicago |
| Peter John Marsh | Business Ed. (Acct.) | Ottawa |
| Alberta P. Miller | Later Elementary | Sandwich |
| Beatrice B. Miller | Education | Sterling |
| Nellie Ruth Morine | Social Science | Hennepin |
| Carol Ann Mulcay | Business Ed. (Comp.) | Prophetstown |
| Marjorie Crane Nehring | Early Elementary | Aurora |
| Ray Edward Neiner | Social Science | DeKalb |
| Betty Nicholson | Later Elementary | Chicago |
| Joseph Parks | Physical Education | Byron |
| Alice Jane Paver | Early Elementary | Sterling |
| Helen Ringenbach | Early Elementary | Serena |
| Natalie Pauline Schauer | Early Elementary | DeKalb |
| Maye Sebbly | Early Elementary | Sheridan |
| Richard D. Sienkiewicz | Physical Education | Chicago |
| Joan Marie Sindelar | Physical Education | Chicago |
| Betty Jane Smith | Early Elementary | DeKalb |
| Dorothy Stiles Stanger | Later Elementary | Riverside |
| Delores Lee Stover | Early Elementary | Elburn |
| Dorothy Tamlyn | Early Elementary | Sycamore |
| Lillian Timm | Education | Joliet |
| Donald Kahle Trumbill | Later Elementary | River Grove |
| Robert Jude Tudor | English | Cicero |
| Don LeRoy Viane | Business Education | Kewanee |
| Janet Hinrichs Waite | Physical Education | DeKalb |

PROCEEDINGS

| | | |
|--|-----------------------------|----------|
| Helen Schneider Wilcox | Early Elementary | Marengo |
| Gladys Thilenius Wilson | Early Elementary | Marengo |
| Theodore Wissen | Physical Education. | Rockford |
| Total | 70 | |
| Degrees awarded in June | <u>272</u> | |
| Total Bachelor's degrees, June & August, 1954. | <u>342</u> | |
| Master's degrees. | <u>121</u> | |
| Total Bachelor and Master's degrees, 1954. | 463 | |

Scholarships

| | <u>Men</u> | <u>Women</u> | <u>Total</u> |
|---|------------|--------------|--------------|
| Summer Session, 1954 (Teachers College scholarships, undergraduate) | 22 | 75 | 97 |
| Summer Session, 1954 - Military scholarships | 81 | 1 | 82 |
| First Semester, 1954-1955 | | | |
| Teachers College Scholarships | 222 | 642 | 864 |
| Military Scholarships | 122 | — | 122 |

II. FACULTY

1. Resignations

Miss Patricia Brauel, assistant dean of women, on leave of absence at half salary, to accept a position at the University of California at Berkeley, effective October 1.

Mr. Joseph F. Totaro, director of Gilbert Hall, residence for men, to accept a position at the University of Illinois, effective October 1.

2. New Degree

Mr. Robert Brown, counselor, was awarded the Doctor of Education degree at Boston University in August.

3. Re-Instatement of Position (previously approved by Advisory Committee)

In the Board report of April 21, 1952 (page 22) the following statement appears:

"Because of lack of funds, we are not planning to replace the following persons until next year . . ."

The list includes Mr. Gilbert Wilson, (physical education) who resigned.

Mr. Wilson was teaching in the area of physical education and was not replaced because the Korean War had brought about a decrease in the enrollment of men students (908) and because of lack of funds. With our present enrollment of men (1249) it is necessary that we re-instate this position and should like to have approval for the following person:

Mr. George Acker, instructor, Department of Physical Education for Men, beginning approximately April 1, 1955 or as soon thereafter as possible, at a salary of \$440 per month on a

TEACHERS COLLEGE BOARD

regular nine month's basis. Mr. Acker earned both his bachelor's and master's degrees at Northern, has served as faculty assistant for several summers. He also worked with the DeKalb Youth Council. He is now in the army and will be released in the spring. This has been approved by the Advisory Committee.

4. Leave of Absence Extension

Miss Patricia Brauel was granted a leave of absence with pay for the current college year. We should like to recommend that in view of the fact that this leave cannot be used this year, that it be kept for the use of a staff member at Northern for 1955-1956. The Board has already approved such an arrangement for Dr. Eugene Hellmich, head of the Department of Mathematics because he could not find a satisfactory replacement. This means that Northern, instead of having eight leaves of absence each year at half salary, will have ten leaves with half salary for 1955-1956 and eight for 1956-1957.

5. Replacements (Previously approved by Advisory Committee)

Mr. Kenneth Cleland, assistant professor, student teaching, replacing Dr. James W. Merritt, who is on leave of absence. Mr. Cleland will serve for nine months at a salary of \$4950. Both his bachelor's and master's degrees were earned at Ohio University where he is working on his doctorate. He has had teaching experience in the schools of Ohio and comes to Northern from a position at the University of Tennessee at Knoxville. This is a temporary appointment.

Miss Bly Marion Johnson, assistant dean of women replacing Miss Patricia Brauel who has resigned. Miss Johnson is classified as instructor at a salary of \$460 per month for 9 1/2 months beginning September 1 plus maintenance. This is a temporary appointment. Miss Johnson earned her bachelor's degree from Marymount College, Salina, Kansas, her master's degree from the University of Chicago, and has done further work at the University of Oklahoma. She has taught in the schools of Kansas and comes to Northern from a position as assistant dean of students at Gustavus Adolphus College, St. Peter, Minnesota.

Dr. Anges A. Jones, head of the Home Economics Department, professor at a salary of \$6030 for nine months, replacing Miss Florence Adolph who resigned. Dr. Jones earned all three degrees at the University of Wisconsin and has had teaching experience in the schools of Wisconsin, coming to Northern from a position at the University of Wisconsin.

Dr. Louis Lerea, assistant professor, Department of Speech, at a salary of \$4950 for nine months, replacing Mrs. Irene Shumak who resigned. This is a temporary appointment. Dr. Lerea earned his bachelor's degree from Brooklyn College, his master's degree from the State University of Iowa, and his doctor's degree at the University of Pittsburgh.

Dr. Anne F. Millan, assistant professor, Department of Physical

PROCEEDINGS

Education for Women, at a salary of \$4950 for nine months, replacing Dr. Wallace Wesley who resigned. Dr. Millan earned her bachelor's degree at Sargent College at Cambridge, Massachusetts, her master's degree at Mills College, California, and her doctor's degree at Boston University. She has had teaching experience in the schools of Massachusetts, Vermont, Maine, California, and comes to Northern from a position at Oregon College of Education, Monmouth, Oregon.

Mr. Robert E. Schreiber, assistant professor, Educational Materials Center, at a salary of \$4950 for nine months, replacing Miss Lois Hankamp who resigned. Mr. Schreiber earned his bachelor's degree from Northwestern University, his master's degree from the University of Illinois, and is working on his doctorate at the University of Chicago. He has had experience in the schools of Indiana, at Stephens College, the University of Chicago, and comes to Northern from a position as co-ordinator of audio-visual services at the teachers college, Glassboro, New Jersey.

6. New Appointments (previously approved by Advisory Committee)

Dr. Ledford J. Bischof, associate professor, Department of Education, at a salary of \$5400 for nine months. This is a new position previously approved by the Board. Dr. Bischof has his bachelor's degree from Northern, his master's degree from Southern Illinois University and his doctorate from Indiana University. He has taught in the schools of Illinois, at Syracuse University, and comes to Northern from a position at Southern Illinois University.

Mr. Robert Wilson, instructor, Department of English, at a salary of \$4320 for nine months. This is a temporary appointment. Mr. Wilson earned his bachelor's and master's degrees from the University of Iowa where he is working on his doctorate. He has had teaching experience in the schools of Iowa and is an army veteran.

7. New Appointments (previously approved by the Board)

The following graduate students were named as graduate assistants:

| Department | Assistant | Yearly Stipend |
|----------------------------|--------------------|----------------|
| Biological Sciences | Rita Bars | 675 |
| Business Education | Thomas S. McLeRoy | 675 |
| Education | Bettylou H. Burton | 1,350 |
| Library | Robert Tudor | 1,350 |
| Physical Education for Men | Frank H. Bieber | 675 |
| Physical Education for Men | Jack Pheanis | 675 |

8. Resignation of graduate assistant

Mr. William Minkema, Department of Physical Sciences, was approved for \$675 per year at the July 19, 1954 meeting but failed to return to college in the autumn.

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III. OTHER SCHOOL EMPLOYEES

1. New Positions

Eleanor J. Larson, clerk stenographer II - business office, @ \$220 per month as of September 1.

Raymond W. Kenny, inventory supervisor, @ \$275 per month as of September 7. (Salary to be paid by Teachers College Board for remainder of this biennium.)

Kathryn Ann Tippetts, clerk-stenographer I, admissions office, @ \$185 per month as of September 1.

Paul Fairbrook, manager auxiliary enterprises, @ \$425 per month as of September 15.

Tony Eugene Niccum, assistant purchasing agent, @ \$425 per month as of September 15.

Genieva Christensen, dining room cashier, @ \$175 per month as of September 17.

Genevieve Whitlock, kitchen helper @ \$131.25 (3/4 time) temporary, as of September 21.

2. Replacements

John P. Kubilus, watchman (temporary, for 2 months only) @ \$200 per month as of July 1.

Nancy Lee Mullis, clerk-stenographer I @ \$185 per month as of July 7, replacing Marian F. Pree, resigned as of June 5.

Virginia Simpson, clerk-typist II @ \$200 per month as of August 1, replacing Verna Campbell, resigned as of August 10.

Jean Riippi, clerk-stenographer II @ \$215 per month as of August 1, replacing Carol Gardner, resigned as of July 31.

Marguerite Hertz, clerk-stenographer I (one month only) @ \$185.

Donna M. Finnestad, clerk-stenographer I @ \$185 per month as of August 16 replacing Alberta Dykhuizen, transferred to clerk-steno II position as of August 1.

Thomas L. Adams, assistant food production manager @ \$225 per month as of September 1, replacing Walter F. Schulz, transferred as of January 31.

Carolyn E. Barnum, clerk-steno I @ \$185 per month as of September 1, replacing Maribel Joesten, resigned as of August 31.

Harold E. Trotz, watchman @ \$200 per month as of September 1, replacing Henry Lawson, on retirement as of September 1.

Natalie Charles Weigand, clerk typist II (temporary) @ \$200 per month as of September 7.

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Edith A. Darm, clerk-steno II @ \$215 per month as of September 7, replacing Frances Koski, resigned as of April 30.

Jeanine F. Millard, clerk-typist II @ \$200 per month as of September 7, replacing Joyce Trumbull, resigned as of August 31.

James W. McKenzie, groundsman (temporary) @ \$200 per month as of September 8, replacing Charles Marshall transferred to maintenance equipment operator as of October 1.

Rachel M. Stone, kitchen helper (temporary) @ \$185 per month as of September 21, replacing Margaret Abey, cook's helper, resigned September 30.

Charles Vatne, janitor, \$200 per month as of September 27, replacing Lawrence Sullivan, resigned as of August 16.

William G. Pitcher, janitor (temporary) @ \$200 per month, replacing Irvin Liddick, on leave without pay for one month.

Ruth A. Stough, library clerk III @ \$200 per month as of September 14, replacing Harriet Scarry, resigned July 31.

Marian O'Donnell, salad maker, @ \$180 per month as of September 20, replacing Louise W. Stanton, resigned as of August 31.

Helen R. Cook, clerk-typist II @ \$200 per month as of September 20, replacing Eleanor J. Larson, transferred to clerk-steno II as of September 1.

3. Change of Status

Alberta Dykhuizen from clerk-steno I at \$190 to clerk-steno II @ \$215 per month as of August 1.

Clarence Scott, carpenter, from \$2.75 to \$2.80 per hour as of August 1.

Clarence Jacox, carpenter, from \$2.75 to \$2.80 per hour as of August 1.

Martin Mattson from storekeeper to senior laboratory attendant as of August 1 - no change in salary.

Fred Homan from stationary engineer @ \$420 per month to chief plant operating engineer @ \$450 per month as of September 1 - one month only.

Mary Louise Winans to Mary Louise Stanton as of July 1.

Wendell Crofoot, stationary fireman @ \$358 per month to stationary engineer @ \$410 per month as of July 1 for the month of July only.

4. Resignations

Gunnar Wedberg, maintenance equipment operator, resigned as of June 30.

Beverly Bollett, clerk-steno I, resigned as of July 17.

Janet Kakavas, clerk-typist II, resigned as of August 11.

Harriet Scarry, library clerk III, resigned as of August 13.

Verna D. Campbell, clerk-typist II, resigned as of August 14.

Carol Gardner, clerk-steno II, resigned as of August 16.

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Lawrence Sullivan, janitor, resigned as of August 16.
 Jack Foitag, kitchen laborer, resigned as of August 19.
 Maribel H. Joesten, clerk-steno I, resigned as of August 31.
 Mary Louise Stanton, salad maker, resigned as of August 31.
 Joyce P. Trumbull, clerk-typist II, resigned as of August 31.
 John P. Kubilus, watchman, resigned as of August 31.
 Barbara J. Freeman, clerk-steno II, resigned as of August 31.
 Mary Ann Furr, clerk-typist I, resigned as of September 3.
 DuWayne Peterson, groundsman, temporary, resigned as of September 22.
 Margaret L. Abey, cook's helper, temporary, resigned as of September 30.
 W. F. Schulz, food production manager, tea room, resigned as of September 30.

IV. THE ORGANIZATION

This is the first time the college is operating on the semester system. Registration proceeded in a smooth fashion. We are glad that the change was made.

V. THE CURRICULUM

Additions to the graduate faculty

We should like permission to add the following new faculty members to teach courses in the Graduate School:

Dr. Ledford J. Bischof (Ed. D.) Department of Education, associate professor.
 Dr. William Healey (Ph. D.) Department of Physical Education for Men, to teach certain courses in the Department of Physical Education for Women, associate professor.
 Dr. Louis Lerea, Department of Speech (Ph. D.), assistant professor.
 Dr. Anne Millan (Ed. D.) Department of Physical Education for Women, assistant professor.

VII. AUXILIARY ENTERPRISES

Teachers College Board Bond Revenue Fund Men's Residence Hall Profit & Loss Statement July 1, 1953 thru June 30, 1954

| | <u>ADAMS HALL</u> | <u>WILLISTON HALL</u> | <u>GILBERT HALL</u> |
|-----------------------------------|-------------------|-----------------------|---------------------|
| <u>Income</u> | | | |
| Food Sales | 51,016.24 | 104,339.36 | 153,021.06 |
| <u>Cost of Food Sold</u> | | | |
| Beginning Inventory 7-1-53 | 2,259.33 | 3,748.76 | 2,721.46 |
| Purchases During Period | <u>16,975.20</u> | <u>40,145.47</u> | <u>67,096.67</u> |
| Total | 19,234.53 | 43,894.23 | 69,818.13 |
| Less: Ending Inventory 6-30-54 | <u>1,720.06</u> | <u>3,202.13</u> | <u>1,330.77</u> |
| Cost of Food Sold | <u>17,514.47</u> | <u>40,692.10</u> | <u>68,487.36</u> |
| <u>Gross Profit on Food Sales</u> | <u>33,501.77</u> | <u>63,647.26</u> | <u>84,533.70</u> |
| Room Rental Income | 26,230.00 | 41,164.00 | 57,882.00 |
| Interest Income | <u>951.39</u> | <u>951.41</u> | <u>951.43</u> |
| <u>Gross Profit on Operations</u> | <u>60,683.16</u> | <u>105,762.67</u> | <u>143,367.13</u> |

PROCEEDINGS

Men's Residence Hall Profit & Loss Statement (Continued)

| | ADAMS HALL | WILLISTON HALL | GILBERT HALL |
|---|------------|----------------|--------------|
| <u>Operating Expenses</u> | | | |
| Personal Services — Regular | 20,699.54 | 26,638.26 | 33,502.83 |
| Personal Services — Student | 7,978.07 | 13,689.82 | 14,708.85 |
| Repairs and Other Services | 3,726.86 | 4,075.10 | 2,289.28 |
| Kitchen and Dining Room Supplies | 1,231.78 | 2,368.53 | 1,938.88 |
| Dormitory Supplies | 1,192.91 | 1,978.37 | 1,717.51 |
| Utilities | 993.58 | 757.60 | 8,664.71 |
| Insurance Expense | 1,121.38 | 1,121.38 | 1,121.40 |
| Depreciation Expense | 196.00 | 226.02 | 3,760.17 |
| Laundry | 1,227.18 | 3,403.32 | 843.87 |
| Miscellaneous Expense | — | — | — |
| Total Operating Expenses | 38,367.30 | 54,258.40 | 68,547.50 |
| Net Profit on Operations — 7-1-53 — 6-30-54 | 22,315.86 | 51,504.27 | 74,819.63 |
| <u>Other Income & Expenses</u> | | | |
| <u>Expense</u> | | | |
| Interest Expense | 6,150.00 | 13,200.00 | 19,350.00 |
| Financial Expense | 150.00 | 300.00 | 450.00 |
| Refunds | 168.00 | 521.68 | 2,495.75 |
| Total | 6,468.00 | 14,021.68 | 22,295.75 |
| Net Profit — 7-1-53 — 6-30-54 | 15,847.86 | 37,482.59 | 52,523.88 |

Teachers College Board Bond Revenue Fund

Men's Residence Hall

Balance Sheet as of June 30, 1954

| | Assets | | |
|-----------------------------------|-----------|--------------|--------------|
| <u>Current Assets</u> | | | |
| Cash-Clearing Account | 17,598.78 | | |
| Bond Revenue Fund | 73,849.22 | | |
| Operation & Maintenance Fund | 6,910.69 | 98,358.69 | |
| Inventory—Food | | 6,252.96 | |
| Inventory Supplies | | 30,000.00 | |
| Accrued Interest Receivable | | 63.93 | |
| Total Current Assets | | | 134,675.58 |
| <u>Investment of Reserve Fund</u> | | | |
| Cash-Interest & Sinking | 31,211.17 | | |
| Investment—Interest & Sinking | 98,781.25 | 129,992.42 | |
| Cash—Construction Fund | 14,068.88 | | |
| Investment—Construction Fund | 24,351.56 | 38,420.44 | |
| Cash—Reserve Fund | 7,815.36 | | |
| Investment—Reserve Fund | 35,043.56 | 42,858.92 | |
| Cash—Depreciation Fund | 8,124.95 | | |
| Investment—Depreciation Fund | 34,247.19 | 42,372.14 | |
| Total Funded Reserve | | | 253,643.92 |
| <u>Fixed Assets</u> | | | |
| Buildings and Improvements | | 1,188,112.04 | |
| Furniture and Equipment | 46,280.27 | | |
| Less Reserve for Depreciation | 4,182.19 | 42,098.08 | |
| Total Fixed Assets | | | 1,230,210.12 |
| <u>Deferred Charges</u> | | | |
| Prepaid Insurance | | 663.00 | |
| Prepaid Bond Expense | | 23,250.00 | |
| Total Deferred Charges | | | 23,913.00 |
| Total Assets | | | 1,642,442.62 |

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Men's Residence Hall Balance Sheet as of June 30, 1954 (Continued)

| <u>Liabilities and Surplus</u> | | | |
|----------------------------------|-------------------|-------------------|----------------------------|
| <u>Current Liabilities</u> | | | |
| Accounts Payable | | 7,820.20 | |
| Accrued Interest Expense Payable | | 11,862.00 | |
| Deferred Income | | <u>15,909.15</u> | |
| Total Current Liabilities | | | 35,591.35 |
| <u>Long Term Liabilities</u> | | | |
| Bonds Payable | | | 1,330,000.00 |
| <u>Surplus</u> | | | |
| Capital Surplus | | 6,400.00 | |
| Earned Surplus (6-30-54) | 164,634.69 | | |
| Net Profit (7-1-53 - 6-30-54) | <u>105,816.58</u> | <u>270,451.27</u> | |
| Total Surplus | | | <u>276,851.27</u> |
| Total Liabilities and Surplus | | | <u><u>1,642,442.62</u></u> |

Teachers College Board Bond Revenue Fund Building Revenue Bonds, Series 1953 Balance Sheet as of June 30, 1954

| <u>Assets</u> | | | |
|-----------------------------------|------------------|-------------------|----------------------------|
| <u>Current Assets</u> | | | |
| Cash—Clearing Account | 5,240.40 | | |
| Bond Revenue Fund | 21,340.80 | | |
| Operation & Maintenance Fund | <u>8,943.89</u> | 35,525.09 | |
| Bond Account | | 61,952.50 | |
| Inventory—Food | | <u>3,741.98</u> | |
| Total Current Assets | | | 101,219.57 |
| <u>Investment of Reserve Fund</u> | | | |
| Cash—Construction Fund | | 186,960.82 | |
| Investment—Construction Fund | | <u>898,245.00</u> | 1,085,205.82 |
| <u>Fixed Assets</u> | | | |
| Buildings and Improvements | | 406,102.70 | |
| Furniture and Equipment | 11,378.07 | | |
| Less Reserve for Depreciation | <u>1,276.88</u> | <u>10,101.19</u> | |
| Total Fixed Assets | | | 416,203.89 |
| <u>Deferred Charges</u> | | | |
| Prepaid Insurance | - | <u>735.05</u> | |
| Total Deferred Charges | | | <u>735.05</u> |
| Total Assets | | | <u><u>1,603,364.33</u></u> |
| <u>Liabilities and Surplus</u> | | | |
| <u>Current Liabilities</u> | | | |
| Accounts Payable | | 5,430.59 | |
| Deferred Income | | <u>954.00</u> | |
| Total Current Liabilities | | | 6,384.59 |
| <u>Long Term Liabilities</u> | | | |
| Bonds Payable | | | 1,500,000.00 |
| <u>Surplus</u> | | | |
| Capital Surplus | | 84,795.10 | |
| Earned Surplus (12-31-54) | | | |
| Net Profit (1-1-54 - 5-31-54) | <u>12,184.64</u> | <u>12,184.64</u> | |
| Total Surplus | | | <u>96,979.74</u> |
| Total Liabilities and Surplus | | | <u><u>1,603,364.33</u></u> |

PROCEEDINGS

Teachers College Board Bond Revenue Fund Building Revenue Bonds, Series 1953 Profit & Loss Statement January 1, 1954 thru June 30, 1954

| | <u>DINING HALL</u> | <u>STUDENT UNION</u> |
|---|--------------------|----------------------|
| <u>Income</u> | | |
| Food Sales | 44,091.34 | 21,294.42 |
| <u>Less Cost of Food Sold</u> | | |
| Beginning Inventory 1-1-54 | 3,314.83 | 1,190.25 |
| Purchases During Period | 18,561.13 | 9,566.52 |
| Total | 21,875.96 | 10,756.77 |
| Less: Ending Inventory 6-30-54 | 2,792.30 | 949.68 |
| Cost of Food Sold | <u>19,083.66</u> | <u>9,807.09</u> |
| Gross Profit on Food Sales | 25,007.68 | 11,487.33 |
| Interest Income | 91.15 | 91.13 |
| Student Fees | | <u>7,562.00</u> |
| Gross Profit on Operations | 25,098.83 | 19,140.46 |
| <u>Operating Expenses</u> | | |
| Personal Services — Regular | 8,702.76 | 4,736.67 |
| Personal Services — Student | 7,101.20 | 4,804.91 |
| Repairs and Other Services | 809.74 | 202.70 |
| Kitchen & Dining Room Supplies | 1,193.04 | 1,144.03 |
| Utilities | 855.93 | 911.32 |
| Insurance Expense | 126.72 | 152.10 |
| Depreciation Expense | 330.00 | 330.00 |
| Laundry | 440.04 | 213.49 |
| Total Operating Expenses | <u>19,559.43</u> | <u>12,495.22</u> |
| Net Profit on Operations 1-1-54 — 6-30-54 | <u>5,539.40</u> | <u>6,645.24</u> |

VIII. STUDENT LIFE

No report.

IX. MISCELLANEOUS

Bookkeeping Machine

Following the last audit of the college accounts, it was the recommendation of the auditors that a more suitable and efficient system of accounting be established for the agency funds, plant ledger, bond revenue funds, and stated appropriations. With the assistance of Mr. Arthur Samore, supervising accountant in the central office and Mr. Everett Hayden, senior accountant in our business office, a study was made of the procedure now being followed in an effort to meet the recommendations of the auditors.

With the introduction of IBM accounting in 1951, it became possible to have more complete records of all college operations, thereby eliminating the cumbersome and time consuming hand posting. With the continued growth of the college it becomes necessary to maintain up to the minute and more complete detail control. As a result of our study we find it necessary to replace our out-dated Remington Rand bookkeeping machine with more modern equipment. The college is spending approximately \$7,000 per year for IBM equipment. This equipment is used about one-half the time for strictly accounting purposes. It behooves the college to make maximum use of the IBM system

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if the equipment is to pay its way. In the course of our study, we found it advisable to use the IBM equipment for detail work only in our accounting procedures. Therefore, it is necessary to provide an accounting machine to care for the control phase of the accounting system.

In our study we considered three of the more popular accounting machines, namely:

| | |
|--|-------------|
| National Cash Register - net cost..... | \$ 3,616.70 |
| Burroughs Sensimatic - net cost..... | 2,812.50 |
| Sundstrand - net cost..... | 2,765.92 |

We should like to recommend that permission be granted to purchase the Burroughs Sensimatic machine. Although the cost is slightly higher, \$46.58, than the Sundstrand, our proximity to service facilities and the fact that the Burroughs is more widely used in our area, makes us feel it would best serve our needs and would make the difference in cost negligible.

Station WNIC

For the first time, Northern went on the air on FM radio on Monday, October 4, 1954. The opening of this new campus station represents eighteen months of planning and preparation on the part of the staff and student body. The station operates on a frequency of 91.1 megacycles and is on the air from 5:30 p.m. until 10 each evening, Monday through Friday.

In addition to the programs prepared and presented by students and faculty, WNIC has affiliated itself with a number of national organizations in order that it might have access to programs distributed by these groups. The college is a member of the National Association of Educational Broadcasters and as a member receives a number of educational features. Dramatic features are received from the French Broadcasting System, and many other fine programs are broadcast over this station.

X. SUMMARY

Approval is requested on the following:

1. Acceptance of list of graduates for August and awarding of degrees - bachelor's and master's.
2. Acceptance of the resignation of Miss Patricia Brauel and Mr. Joseph Totaro as indicated.
3. Re-instatement of position and appointment of Mr. George Acker as indicated.
4. Extension of leave of absence for 1955-1956 as indicated.
5. Faculty appointments (replacements) as listed.
6. New appointments of faculty as listed.
7. Appointment of graduate assistants as listed.
8. New positions of employees as listed.

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9. Replacements of employees as listed.
10. Change of status of employees as listed.
11. Acceptance of resignations of employees as listed.
12. Additions to the graduate faculty as listed.
13. Final approval of the naming of new residence for women as indicated.
14. Permission to purchase the Burroughs Sensimatic bookkeeping machine as indicated.

Respectfully submitted,

LESLIE A. HOLMES, President

MINUTES OF MEETING OF THE TEACHERS COLLEGE BOARD Eastern Illinois State College Charleston, Illinois October 18, 1954

The Teachers College Board and the college Presidents convened at 9:00 A.M., Monday, October 18, 1954, in the Library Building on the campus of Eastern Illinois State College, Charleston, Illinois. Lewis M. Walker, Chairman of the Board, presided.

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

| | |
|-------------------------------|-----------------------------|
| Mr. Lewis M. Walker, Chairman | Dr. William C. Reavis |
| Mr. Carl Dunbar | Mr. Clarence Ropp |
| Mr. J. A. Houle, Jr. | Mr. Alexander Summers |
| Mrs. Harriet Lowden Madlener | Mr. Chauncey B. Watson, Sr. |

The following members were absent:

| | |
|--------------------------------------|-----------------------|
| Mr. Morton H. Hollingsworth | Dr. Vernon L. Nickell |
| Mr. R. A. Stipes, Jr., Vice-Chairman | |

Also present were the following:

Dr. Robert G. Buzzard, President
Mr. Raymond R. Gregg, Business Manager
Eastern Illinois State College

Dr. Arthur H. Larsen, Acting President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University

Dr. F. A. Beu, President
Western Illinois State College

Dr. Leslie A. Holmes, President
Northern Illinois State Teachers College

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Mr. Richard F. Dunn, Legal Counsel
Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Mr. Arthur Samooore, Supervising Accountant
Teachers College Board - Central Office
Springfield, Illinois

The first matter of business before the Board was the approval of the minutes of September 20, 1954.

Prior to the approval of said minutes, Mr. Dunbar stated that, at the September 20 meeting, he had moved the adoption of Dr. Browne's recommendation regarding the policy of employment of relatives. (This recommendation appears on Page 82 of the minutes of September 20.)

Mr. Dunbar asked to have the last sentence of this recommendation clarified to read as follows:

"But in no case should two persons of the same family be employed in the same office or department."

There being no further corrections to said minutes, Mr. Houle moved the minutes of the meeting of September 20, 1954 be approved with change suggested. The motion was seconded by Mrs. Madlener, and unanimously carried.

QUARTERLY REPORTS OF PRESIDENTS

Eastern Illinois State College

Dr. Buzzard presented his quarterly report on Eastern Illinois State College.

Since there was nothing controversial about the report, Mr. Watson moved the acceptance of the quarterly report on Eastern Illinois State College as presented by Dr. Buzzard. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Absent |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Buzzard next reported that he had been requested to speak to the Board on the raising of the present per diem rate for substitute teachers from \$12.50 a day to \$15.00 per day.

The Board decided that no action would be taken on this matter at this time.

Illinois State Normal University

Dr. Larsen presented his quarterly report on Illinois State Normal University, together with Supplement, and asked that the following be

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added to his report on Page 14, under the heading II. FACULTY,
2. New Appointments (Replacements):

"d. Mrs. Gladys Lantz, as a substitute teacher, at the per diem rate."

Dr. Larsen presented the following requests:

1. Acceptance of the low bids and awarding of contracts to West Construction Company, in the amount of \$7,600, for general work, and A. A. Loehr Company, in the amount of \$2,970, for weatherstripping, in connection with the remodeling work on Dunn-Barton Halls. (To be paid out of the \$60,000 allotted for improvements to three existing residence halls of the Women's Residence Hall bond issue.)
2. Acceptance of the proposal submitted by Evans Construction Company, general contractors for the new Women's Residence Hall, for the following credits to their contract:
 - a. \$500 credit, provided the gravel fill on top of the foundation drain tile is changed as described in the said proposal.
 - b. \$250 credit, provided they are not required to repair the damaged sidewalks where damaged by them.

resulting in a deduction of \$750.00 of their contract price.

Acceptance of the proposal submitted by Evans Construction Company, in the amount of \$1,061, for extra to their contract to cover the cost of additional work involved in adding steps and retaining walls on two sides of the new Women's Residence Hall.

Dr. Larsen requested that the credits offered and the extra outlined above be accepted; in accepting the credits offered by Evans Construction Company, the net amount for the extra on their contract would amount to only \$311.00. (To be paid out of the Contingency Fund of the Women's Residence Hall bond issue.)

3. Acceptance of the low bid submitted by Chism and Miller, Inc., and awarding them a contract, in an amount not to exceed \$51,150.00, for the site work for the new Women's Residence Hall. (To be paid out of the \$55,000 allotted for site work and architects' fees of the Women's Residence Hall bond issue.)

Regarding the Statement of Profit and Loss, July 1, 1953 - June 30, 1954, Special Education Hot Lunch Program shown in Dr. Larsen's report, Dr. Reavis asked if there was any possible explanation for the loss shown. A discussion was held on the possibility of Illinois State Normal University using government surplus food in the operation of this program. The Board recommended that the authorities of Illinois State Normal University investigate the operation of the hot lunch program and report back to the Board with a definite recommendation of operating this program without a net loss.

Following some discussion on the other items in Dr. Larsen's

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report, Mr. Ropp moved the acceptance of the quarterly report, together with Supplement, on Illinois State Normal University as presented by Dr. Larsen. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Ensign stated that the authorities of Illinois State Normal University would like to receive bids on work in connection with the conversion from oil to steam of heating system in Dunn-Barton Halls and tying these dormitories to the present boiler plant so this work could be completed before cold weather sets in. Mr. Ensign requested that the Advisory Committee of Illinois State Normal University be authorized to accept bids on this project and award contract if bids received are within estimate of heating engineers.

Following some discussion, Mr. Ropp moved that the Advisory Committee of Illinois State Normal University be authorized to approve bids and award contracts which are within estimates of heating engineers for the conversion of the heating units at Dunn-Barton Halls and necessary work in connection with this project. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Dr. Nickell | Absent | Mr. Summers | Aye |
| Mrs. Madlener | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Ensign reported that the trees on the main campus of Illinois State Normal University need pruning, treatment, etc. He stated that a bid has been received from the Davey Company on the work they want done on these trees.

After considerable discussion on this matter, Mr. Ropp moved that the authorities of Illinois State Normal University receive other bids on the caring of these trees on the main campus before any action is taken and the Advisory Committee of Illinois State Normal University be given power to act on bids received. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

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| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Ensign suggested that a forester be employed by the four colleges under the supervision of the Teachers College Board to make a survey of the work needed to be done regarding the trees on the four campuses. There was no action taken on this suggestion.

Dr. Larsen requested permission to enter into a contract with Consulting Engineering Service to draw plans and specifications for air conditioning the library at Illinois State Normal University so bids could be received and work completed for use next summer.

The Board recommended that the authorities of Illinois State Normal University investigate the cost of having these plans and specifications drawn; that is, if it would be on a fee or cost plus basis, and report back to the Board on this matter at the November meeting.

Dr. Larsen presented the itemized budget, in the amount of \$16,110, for the Centennial Celebration for Illinois State Normal University and requested approval of this Centennial Celebration Budget as submitted.

Mr. Watson moved that the Board authorize the Centennial Celebration Budget, as submitted, be presented by the President of Illinois State Normal University to the proper officials for action by the next legislature. The motion was seconded by Mrs. Madlener, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Western Illinois State College

Dr. Beu presented his quarterly report on Western Illinois State College, together with Supplement, with the following requests:

1. Acceptance of the low bid as submitted by White's Insulation and Roofing, in the amount of \$2,250, for all material and labor for covering the roof on the main part of Morgan Gymnasium. (To be paid with funds appropriated for Contractual Services.)
2. Purchase of a used Rotorex Universal Tool and Cutter Grinder

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from the Great Lakes Machinery Company, in the amount of \$1,450, f.o.b., Chicago. (To be paid with funds appropriated for Equipment.)

3. Approval for the additional expenditure of \$2,896 for additional plumbing for new laboratory furniture for the Science Building now under construction. (To be paid with funds appropriated for the Science Building - Contingencies.)

Mr. Dunbar moved the acceptance of the quarterly report, together with Supplement, on Western Illinois State College as presented by Dr. Beu. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Northern Illinois State Teachers College

Dr. Holmes presented his quarterly report on Northern Illinois State Teachers College, with the following requests:

1. Final approval of "Celine Neptune Residence" as the name for the New Women's Residence Hall.
2. Acceptance of the bid as submitted by Burroughs Sensimatic, in the amount of \$2,812.50, for the purchase of a Burroughs Sensimatic bookkeeping machine. (To be paid with funds appropriated for Equipment.)

Following but little discussion, Mrs. Madlener moved the acceptance of the quarterly report on Northern Illinois State Teachers College as presented by Dr. Holmes. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Holmes presented the tabulation of bids received on the proposed construction of a new sanitary trunk sewer on the West campus of Northern Illinois State Teachers College, which were opened on October 15, and recommended the acceptance of the low bid as submitted by A. & E. General Contractor, in the amount of \$34,908.50, and awarding them the contract.

Dr. Holmes explained the proposals, stating there were two

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alternate proposals, not included in the base proposal, in case shoring and rock excavation are necessary on this project; and recommended the acceptance of the bids as submitted by A. & E. General Contractor on these two alternate proposals, in the event this work is found necessary.

Dr. Holmes also stated that the authorities of Northern Illinois State Teachers College would like to hook the sewer system of Adams and Williston Halls on to this new sanitary trunk sewer.

Dr. Holmes further requested the approval and payment of the amount of \$1,396.34 due S. W. Knetsch and Associates, engineers on this project.

Following considerable discussion on this matter, Mr. Summers moved that Mr. Lanphier be instructed to ask Governor Stratton for the release of \$50,000 to cover the following items in connection with the construction of a new sanitary trunk sewer at Northern:

| | |
|--|-------------|
| A. & E. General Contractor | \$34,908.50 |
| Hooking on sewer system of Adams and Williston Halls to this sanitary trunk sewer | 5,000.00 |
| Shoring and rock excavation (if necessary) | 5,000.00 |
| Contingencies | 3,695.16 |
| Architects' fee due S. W. Knetsch and Associates | 1,396.34 |
| | <hr/> |
| | \$50,000.00 |

(To be paid with funds appropriated for Replacement and Additions to Water and Sewer Systems on the campus of Northern Illinois State Teachers College - Senate Bill No. 617 - 68th General Assembly.)

and that contract be awarded to A. & E. General Contractor, in the amount of \$34,908.50, for the construction of a new sanitary trunk sewer on the West campus of Northern Illinois State Teachers College, and payment of \$1,396.34 to S. W. Knetsch and Associates for architects' fee on this project. The motion was seconded by Mrs. Madlener, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Holmes next reported on the rain at DeKalb, which occurred on Saturday and Sunday, October 9 and 10, and the damage done to the buildings at Northern Illinois State Teachers College. It is estimated that the damage will be between \$30,000 and \$35,000. Dr. Holmes stated there was 6.2 inches of rain, causing the campus to be flooded; the basement of the Tea-Room was entirely filled with water, about fifteen inches of water in the basement of the Industrial Arts Building, and water in the basement of many of the other buildings on the campus.

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Dr. Holmes also distributed photographs taken at the time of the rain showing the amount of water on the campus and in some of the buildings.

Dr. Holmes stated that he had the approval of the Advisory Committee of Northern Illinois State Teachers College to recommend that the Board authorize the Central Office to take necessary steps to acquire from Governor Stratton the release of \$35,000 from the appropriation entitled (Reserve for emergency repairs and replacements of State-owned buildings and contents, machinery and equipment" to enable Northern to make the necessary repairs caused by the flood.

Mr. Watson moved the adoption of the foregoing recommendation. The motion was seconded by Mrs. Madlener, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Holmes stated that the employees at Northern should be commended for the work they did in helping during and after this flood.

Mr. Dunbar moved the adoption of the following statement:

"The Teachers College Board is very appreciative of Northern Illinois State Teachers College's staff in their action and services in the recent flood."

The motion was seconded by Mr. Summers, and unanimously carried.

REPORTS OF COMMITTEES

Mr. Summers, Chairman of the Building Committee, reported that the Building Committee had met with Perkins and Will, architects, regarding the preliminary plans and specifications for the proposed new field house at Northern Illinois State Teachers College.

Mr. Summers moved that the Board approve the preliminary plans and specifications for the proposed new field house at Northern Illinois State Teachers College as submitted to the Building Committee on October 17, 1954 by Perkins and Will, architects. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

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The motion was unanimously carried.

Mr. Summers moved that the Chairman of the Board appoint a committee to study sites proposed at Northern Illinois State Teachers College for three proposed buildings -- a laboratory school, a classroom building, and a field house; and that this committee present its recommendations to the November meeting of the Board. The motion was seconded by Dr. Reavis, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Chairman Walker appointed the following committee to study the sites proposed at Northern Illinois State Teachers College for three proposed buildings -- a laboratory school, a classroom building, and a field house:

| | | |
|-----------------------|------------|---------------|
| Mr. Summers, Chairman | Mr. Ropp | Dr. Reavis |
| Mr. Dunbar | Mr. Watson | Mrs. Madlener |

The above appointed committee decided to hold their meeting in the office of Dr. Holmes on October 28, at 11:00 A.M.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee had met with Lundeen and Hilfinger, architects, regarding the plans for the proposed new Student Union Building at Illinois State Normal University and moved that the Board approve the final preliminary plans submitted by Lundeen and Hilfinger, architects, for the proposed Student Union Building at Illinois State Normal University, and that the Board instruct the architects to proceed with working drawings, in keeping with the amount set as a limit for this building. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers next reported that Mr. Dunbar is going to cut a marble plaque for the Science Building at Western Illinois State College.

Mr. Dunbar showed the blueprint of this plaque to the Board and asked for any corrections in the spelling of the names or other suggestions.

TEACHERS COLLEGE BOARD

Mr. Dunbar asked if the name of the architect should appear on the plaque; and, if so, should the name of the original architect be used or the name of the current architect. The Board recommended that if the name of any architect is listed it should be that of the architect currently employed.

Mr. Summers moved that the Board approve the design for the plaque to be erected at the entrance to the new Science Building now under construction at Western Illinois State College, and that Mr. Dunbar be commended for the excellence of the design and the spirit he has shown in cooperating with Western officials in conceiving the plaque and in donating his services in cutting it. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Passed | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers, as Teachers College Board representative on the University Merit Board, read a letter he had received from Mrs. Helen Russell, Chairman of the Advisory Committee of the Merit Board at Illinois State Normal University, relative to the policy of allowance for overtime work for non-academic personnel. This letter stated that they would like Board consideration of allowing one and one-half time in cash or one and one-half time off for any overtime work.

Considerable discussion was held on this matter in which it was stated that an allowance for overtime on the basis of time and one-half off would lead to abuse of this policy.

Mr. Dunbar moved that the Board leave the present arrangement undisturbed as it pertains to allowance for overtime work (that is, continue to allow cash at the rate of time and one-half or straight time off for any work which is overtime) and the Presidents and Business Managers be instructed to hold overtime employment to the bare minimum. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 30 as Executive Officer and

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Educational Coordinator, which covered the work of the Central Office and its budget for 1955-57.

Dr. Browne stated this report was prepared on the Board's recommendation that the Central Office make preparation for having its own comptroller in the next Biennial budget to handle central accounting within the Teachers College Board. Dr. Browne further stated that there is to be a meeting of the four Presidents, four Business Managers, Mr. Lanphier, Mr. Samoore, and himself on November 8 to discuss his recommendation regarding this matter; and he asked that Board action be deferred on this report until after this scheduled meeting.

Dr. Browne also presented a report on the union negotiations. He stated that, on October 6, an agreement was finally agreed upon by the colleges and the local unions, but as yet has had no official word from the head of the union that they have approved offers. (This official approval was received October 21.) Dr. Browne also stated that under the agreement reached, the average monthly increases range from a low of \$8.43 in one college to a high of \$11.48 in another.

Dr. Browne recommended that the settlement reached on October 6 be approved by the Board and the authorities of the colleges under the supervision of the Teachers College Board be instructed to put raises in operation on October payrolls, if possible.

Mr. Dunbar moved the approval of Dr. Browne's foregoing recommendation and that Dr. Browne be instructed to notify the union that the Board has accepted this agreement. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Absent |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Browne next reported that the Finance Committee hopes to meet around the middle of November to go over budgets.

Chairman Walker expressed appreciation to Dr. Buzzard for the delightful dinner Sunday evening and the hospitality shown the Board while it met at Eastern.

There being no further business to come before the Board, Mr. Watson moved that the meeting stand adjourned until the next scheduled meeting on November 22, 1954, in Chicago, Illinois. The motion was seconded by Mr. Summers, and unanimously carried.

LEWIS M. WALKER, Chairman

CHAS. G. LANPHIER, Secretary

TEACHERS COLLEGE BOARD

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD
Morrison Hotel
Chicago, Illinois
November 21-22, 1954

The Teachers College Board met as a Committee of the Whole on Finance on Sunday, November 21, 1954, at the Morrison Hotel, Chicago, Illinois, from 7:30 P.M. until 10:30 P.M.

Those present were:

| | |
|-----------------------------------|------------------------------|
| Mr. R. A. Stipes, Jr. (Presiding) | Mrs. Harriet Lowden Madlener |
| Mr. Carl Dunbar | Mr. Clarence Ropp |
| Mr. Morton H. Hollingsworth | Mr. Alexander Summers |
| Mr. J. A. Houle, Jr. | Mr. Lewis M. Walker |
| Mr. Chauncey B. Watson | |

Also present were:

Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Mr. Arthur Samooore, Supervising Accountant
Mr. Richard F. Dunn, Legal Counsel
Teachers College Board - Central Office

Mr. Stipes complimented the Presidents and Business Managers on the preparation of their budget requests for the coming biennium.

Mr. Stipes reported that the Finance Committee had met in Chicago on Thursday, November 18, and also had been meeting since 4:00 this afternoon, to study the budgets. Dr. Browne had submitted comments on the proposed budgets to the Finance Committee which were used as a basis for their examination.

Mr. Stipes stated that in considering the budgets the Committee tried to keep in mind that the business of the teachers colleges is to teach young people to be teachers, and he gave the following figures showing the increases in enrollment from 1952 to 1954:

| | |
|--------------------|-----|
| Eastern | 524 |
| I.S.N.U. | 575 |
| Western | 567 |
| Northern | 565 |

Mr. Stipes further said that the Committee had made several cuts in the proposed budgets in some of the line items in order to allow increases in personal services. Because of the several cuts made in each proposed budget, the Finance Committee has asked that the Presidents submit a revised "Statement F - Explanation" indicating for what purposes they expect to spend the following items:

Contractual Services
Commodities
Printing
Equipment

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In regard to the permanent improvement and land acquisition requests made by the four colleges, the Finance Committee recommended the following list of five buildings and land acquisition as those most urgently needed:

1. Classroom building — Illinois State Normal University \$950,000
2. Laboratory School — Northern Illinois State Teachers College . 1,950,000
3. Field House — Northern Illinois State Teachers College 950,000
4. Laboratory School — Eastern Illinois State College 1,500,000
5. Classroom building — Northern Illinois State Teachers College 850,000

Acquisition of land at DeKalb for approximately \$150,000.

Dr. Holmes, Mr. Dorland, and Dr. Geigle appeared before the Committee to answer questions concerning Northern's budget request.

The Finance Committee recommended the approval of the following operating budget request for Northern Illinois State Teachers College:

| | <u>General Revenue</u> | <u>Income Fund</u> | <u>Total</u> |
|----------------------|------------------------|--------------------|--------------------|
| Personal Services | \$3,655,935 | \$77,480 | \$3,733,415 |
| Contractual Services | 345,943 | 8,000 | 353,943 |
| Travel | 44,469 | 2,231 | 46,700 |
| Commodities | 231,426 | 21,483 | 252,909 |
| Printing | 69,366 | 11,291 | 80,657 |
| Equipment | 177,218 | 56,035 | 233,253 |
| Retirement | 122,000 | — | 122,000 |
| Awards and Grants | — | — | 68,000 |
| Refunds | — | 3,000 | 3,000 |
| Contributions | — | 25,000 | 25,000 |
| Contingencies | — | 48,880 | 48,880 |
| | <u>\$4,714,357</u> | <u>\$253,400</u> | <u>\$4,967,757</u> |

In discussing the permanent improvement request (new buildings) for Northern, Dr. Holmes presented the following:

| | |
|---------------------------------------|--------------------|
| Laboratory School | \$1,950,000 |
| Classroom Building | 850,000 |
| Physical Education Building | 950,000 |
| Health Service Building | 75,000 |
| | <u>\$3,825,000</u> |

Dr. Holmes was asked if the above list was presented in order of priority. Since the matter of priority of these buildings had not been discussed by the administration at Northern with its Advisory Committee, Dr. Holmes requested that no action be taken on the matter of priority of the above listed buildings until the Advisory Committee of Northern has had opportunity to discuss the matter.

Mr. Stipes reported that the Finance Committee recommended approval of a request of \$65,000 for rehabilitation for Northern.

Illinois State Normal University's budget request was taken up next, and Dr. Larsen and Mr. Ensign appeared to answer questions and give explanations of their requests.

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The Finance Committee recommended the approval of the following operating budget request for Illinois State Normal University:

| | <u>General Revenue</u> | <u>Income Fund</u> | <u>Total</u> |
|----------------------|------------------------|--------------------|--------------------|
| Personal Services | \$5,230,980 | \$ 2,400 | \$5,233,380 |
| Contractual Services | 243,093 | 85,550 | 328,643 |
| Travel | 37,500 | 14,900 | 52,400 |
| Commodities | 203,970 | 81,830 | 285,800 |
| Printing | 39,070 | 20,630 | 59,700 |
| Equipment | 134,800 | 43,000 | 177,800 |
| Retirement | 231,100 | --- | 231,100 |
| Awards and Grants | 100,890 | --- | 100,890 |
| Refunds | --- | 5,000 | 5,000 |
| Contingencies | --- | 56,970 | 56,970 |
| | <u>\$6,221,403</u> | <u>\$310,280</u> | <u>\$6,531,683</u> |

Dr. Larsen presented I.S.N.U.'s request for permanent improvement (new buildings) as follows:

| | |
|------------------------------|--------------------|
| Classroom Building | \$ 950,000 |
| Laboratory School | 1,900,000 |
| Library Addition | 250,000 |
| | <u>\$3,100,000</u> |

Mr. Stipes reported that the Finance Committee recommended a request of \$70,000 for rehabilitation for Illinois State Normal University.

The meeting adjourned to continue Monday morning as a Committee of the Whole on Finance.

The Teachers College Board reconvened as a Committee of the Whole on Finance on Monday, November 22, at the Morrison Hotel, Chicago, Illinois, from 9:00 A.M. to 10:15 A.M.

Those present were:

| | |
|-----------------------------------|-----------------------|
| Mr. R. A. Stipes, Jr. (Presiding) | Dr. Vernon L. Nickell |
| Mr. Carl Dunbar | Dr. William C. Reavis |
| Mr. Morton H. Hollingsworth | Mr. Clarence Ropp |
| Mr. J. A. Houle, Jr. | Mr. Alexander Summers |
| Mrs. Harriet Lowden Madlener | Mr. Lewis M. Walker |
| Mr. Chauncey B. Watson | |

Also present were:

Dr. Richard G. Browne, Executive Officer
 Mr. Chas. G. Lanphier, Secretary
 Mr. Arthur Samooore, Supervising Accountant
 Mr. Richard F. Dunn, Legal Counsel
 Teachers College Board - Central Office

Dr. Buzzard and Mr. Gregg discussed with the Board the budget request for Eastern Illinois State College.

The Finance Committee recommended the approval of the following operating budget request for Eastern:

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| | General Revenue | Income Fund | Total |
|----------------------|--------------------|------------------|--------------------|
| Personal Services | \$2,734,854 | \$291,700 | \$3,026,554 |
| Contractual Services | 131,240 | 34,500 | 165,740 |
| Travel | 31,100 | 15,800 | 46,900 |
| Commodities | 150,000 | 15,000 | 165,000 |
| Printing | 45,000 | --- | 45,000 |
| Equipment | 108,600 | 10,000 | 118,600 |
| Retirement | 116,900 | --- | 116,900 |
| Awards and Grants | 45,938 | --- | 45,938 |
| Refunds | --- | 2,000 | 2,000 |
| Contingencies | --- | 69,000 | 69,000 |
| | <u>\$3,363,632</u> | <u>\$438,000</u> | <u>\$3,801,632</u> |

Dr. Buzzard presented the permanent improvement (new buildings) request for Eastern Illinois State College as follows:

| | |
|-----------------------------|--------------------|
| Laboratory School | \$1,500,000 |
| Dormitory | 750,000 |
| | <u>\$2,250,000</u> |

Dr. Buzzard stated that he hoped the Board would give Eastern's request for a new laboratory school building a priority of either second or third in the list of buildings really needed to be built during the next biennium.

Dr. Buzzard stated that to build a new laboratory school it will be necessary to buy land. He also stated that if Eastern ever has a new dormitory building built it will be necessary to buy the land for it.

The Finance Committee recommended the approval of a request of \$45,000 for rehabilitation for Eastern.

Dr. Beu appeared before the Committee to answer questions concerning Western's budget request.

The Finance Committee recommended the approval of the following operating budget request for Western Illinois State College:

| | General Revenue | Income Fund | Total |
|----------------------|--------------------|------------------|--------------------|
| Personal Services | \$2,649,320 | \$150,000 | \$2,799,320 |
| Contractual Services | 260,500 | 19,500 | 280,000 |
| Travel | 30,000 | 10,000 | 40,000 |
| Commodities | 197,600 | 37,400 | 235,000 |
| Printing | 46,000 | 10,000 | 56,000 |
| Equipment | 97,600 | 25,000 | 122,600 |
| Retirement | 110,200 | --- | 110,200 |
| Awards and Grants | 48,000 | --- | 48,000 |
| Refunds | --- | 2,600 | 2,600 |
| Contingencies | --- | 45,500 | 45,500 |
| | <u>\$3,439,220</u> | <u>\$300,000</u> | <u>\$3,739,220</u> |

Dr. Beu presented the permanent improvement (new buildings) request for Western Illinois State College as follows:

| | |
|-------------------------|------------------|
| Dormitory | \$350,000 |
| Shop Building | 100,000 |
| | <u>\$450,000</u> |

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Mr. Stipes advised Dr. Beu that the permanent improvements for Western as submitted will be listed below the five items the Finance Committee thinks have priority.

The Finance Committee recommended approval of a request of \$25,000 for rehabilitation and a request of \$75,000 for rehabilitation of the former science rooms for Western.

After all of the proposed budgets were presented to the Committee by the four Presidents, an executive meeting of the Board was called.

Mr. Stipes discussed the budgets as presented and the recommendations made by the Finance Committee. He pointed out how the Finance Committee had gone about studying the budgets as submitted. He stated that the Finance Committee had gone over the budgets, item by item, very carefully and that the Presidents have been asked to submit a revised spending budget of all items other than Personal Services.

Mr. Stipes recommended that the Board give authorization to the Finance Committee to act on the budgets in the event this committee is called before the Budgetary Commission before a regularly scheduled Board meeting.

Dr. Browne gave the following percentages showing the over-all increases in the operating budgets now presented in comparison with the current budgets:

| | |
|--------------------|-------|
| Eastern | 16.3% |
| I.S.N.U. | 16.3% |
| Western | 19.2% |
| Northern | 18.2% |

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

| | |
|--------------------------------------|------------------------------|
| Mr. Lewis M. Walker, Chairman | Mrs. Harriet Lowden Madlener |
| Mr. R. A. Stipes, Jr., Vice-Chairman | Dr. Vernon L. Nickell |
| Mr. Carl Dunbar | Dr. William C. Reavis |
| Mr. Morton H. Hollingsworth | Mr. Clarence Ropp |
| Mr. J. A. Houle, Jr. | Mr. Alexander Summers |
| Mr. Chauncey B. Watson, Sr. | |

Also present were the following:

Dr. Robert G. Buzzard, President
Mr. Raymond R. Gregg, Business Manager
Eastern Illinois State College

Dr. Arthur H. Larsen, Acting President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University

Dr. F. A. Beu, President
Western Illinois State College

Dr. Leslie A. Holmes, President
Northern Illinois State Teachers College

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Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Mr. Arthur Sammoore, Supervising Accountant
Mr. Richard F. Dunn, Legal Counsel
Teachers College Board - Central Office
Springfield, Illinois

The first matter of business before the Board was the approval of the minutes of the meeting of October 18, 1954. There being no corrections, Mr. Houle moved that the minutes of the meeting of October 18, 1954 be approved as submitted. The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Before going on with the order of business, Dr. Holmes requested to bring an important matter to the attention of the Board.

Dr. Holmes stated that Mr. Cline and Mr. Brusa, of the Engineering Construction Corporation who have the contract for the general work of the dormitory now under construction at Northern, wished to speak to the Board. He further stated they had information that was very discouraging but that the Board should know about it.

Mr. Cline read a letter he had written Mr. John Bachl, of the Aetna Casualty and Surety Company, stating that through circumstances beyond his control it is necessary for the Engineering Construction Corporation to default on its contract with the Teachers College Board for the construction of the new dormitory building at Northern.

Chairman Walker called on Mr. Dunn for his opinion on this matter. Mr. Dunn stated that although the company will default on its contract it is the responsibility of the Aetna Casualty and Surety Company to complete the work under the completion bond.

The Board recommended that Mr. Dunn and Mr. Lanphier arrange a meeting with Mr. Bachl, of the Aetna Casualty and Surety Company, for this afternoon to investigate this matter and report back to the Board before it adjourns today.

Chairman Walker asked that the Board depart from the agenda and turned to the reports of the committees, returning to the informal reports of the Presidents later.

REPORTS OF COMMITTEES

Mr. Stipes, Chairman of the Finance Committee, stated that the budget for the Central Office had not been discussed when the Board met as a Committee of the Whole on Finance. Mr. Stipes presented

TEACHERS COLLEGE BOARD

the budget request for the Central Office, stating that the Finance Committee recommended the approval of the budget request as follows:

| | |
|--------------------------------|-----------|
| Personal Services | \$ 83,300 |
| Contractual Services | 11,400 |
| Postage | 1,200 |
| Travel | 12,100 |
| Retirement | 1,400 |
| Commodities | 1,000 |
| Printing | 10,100 |
| Equipment | 2,000 |
| Contingencies | 6,000 |
| | <hr/> |
| | \$128,500 |

Dr. Browne presented the following figures which show the total amount of the operating budgets as presented and recommended by the Finance Committee:

| <u>Totals - Operations</u> | |
|----------------------------|--------------|
| Eastern | \$ 3,801,632 |
| I.S.N.U. | 6,531,683 |
| Western | 3,739,220 |
| Northern | 4,967,757 |
| Central Office | 128,500 |
| | <hr/> |
| | \$19,168,792 |

Mr. Stipes moved that the operating budgets as presented to the Board sitting as a Committee of the Whole on Finance of the four colleges and the Teachers College Board Central Office be approved. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Nay |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Nay | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Nay | |

The motion was carried by a vote of nine to two.

Following considerable discussion on the permanent improvement and land acquisition requests as presented, Mr. Stipes moved that the Teachers College Board requests a total of \$9,824,400 for land acquisition and permanent improvements as follows, without priority:

PROCEEDINGS

BUILDINGS

| | | |
|-----------------------------|----------------|-------------|
| <u>Eastern —</u> | | |
| Laboratory School | \$1,500,000 | |
| Dormitory | <u>750,000</u> | \$2,250,000 |
| <u>I.S.N.U. —</u> | | |
| Classroom Building | 950,000 | |
| Laboratory School | 1,900,000 | |
| Library Addition | <u>250,000</u> | 3,100,000 |
| <u>Western —</u> | | |
| Dormitory | 350,000 | |
| Shop Building | <u>100,000</u> | 450,000 |
| <u>Northern —</u> | | |
| Laboratory School | 1,950,000 | |
| Classroom Building | 850,000 | |
| Physical Education Building | 950,000 | |
| Health Service Building | <u>75,000</u> | 3,825,000 |

LAND ACQUISITION

| | |
|----------|---------------|
| Northern | 150,000 |
| Eastern | <u>49,400</u> |
| | \$9,824,400 |

The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Nay | |

The motion was carried by a vote of ten to one.

Mr. Stipes recommended that the Board dispense with any further discussion of the priority of new buildings until the January meeting. The Board concurred in Mr. Stipes' recommendation.

A discussion was held on the budget request for a new laboratory school at Northern Illinois State Teachers College, and it was found that architects' fees were not included in the budget request. Mr. Stipes moved that \$45,000 be added to the budget request already approved for the laboratory school at Northern Illinois State Teachers College to cover the cost of architects' fees, making the total amount of the budget request for the laboratory school at Northern Illinois State Teachers College \$1,995,000. The motion was seconded by Mr. Hollingsworth, roll was called, and the vote was as follows:

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| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

It was also found that in the original budget request for the classroom building at Northern, there was not included an amount to cover the cost of equipment.

Following but little discussion, Mr. Stipes moved that \$100,000 be added to the budget request already approved for the classroom building at Northern Illinois State Teachers College to cover the cost of equipment, making the total amount of the budget request for the classroom building at Northern \$950,000. The motion was seconded by Mr. Hollingsworth, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Following a discussion of the rehabilitation requests as presented, Mr. Stipes moved the approval of the requests as recommended by the Finance Committee for rehabilitation as follows:

| | |
|-----------------------------------|------------------|
| Eastern | \$ 45,000 |
| I.S.N.U. | 70,000 |
| Western | 25,000 |
| Northern | 65,000 |
| | <u>\$205,000</u> |
| Western's Science Rooms | 75,000 |
| Total | <u>\$280,000</u> |

The motion was seconded by Mr. Hollingsworth, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

A discussion was held on the Awards and Grants appropriation. The Board asked Mr. Dunn's legal opinion on whether or not the State has to pay the activity fee under the scholarship law or can

PROCEEDINGS

the student be asked to pay it.

Mr. Dunn stated that the money probably must be paid by the State.

Since at Illinois State Normal University there is included in the activity fee an amount that is set aside for the proposed Student Union Building, the Board does not believe the State should have to reimburse the college for this part of the activity fee. Dr. Browne recommended that the Board try to amend the scholarship law so that any fees levied for financing buildings shall be included as an exception in the law.

Mr. Hollingsworth stated that in order to protect the scholarship law the Board should go on record as requesting the legislature to change the wording of the law in regard to this fee.

Mr. Dunn presented the following resolution for Board consideration on this matter:

"The Teachers College Board recommends that the scholarship law (Chap. 122, Sec. 30-1) be amended so as to add to the exceptions such fees as are levied under the authority of the Board for the purpose of financing buildings and activities under the bond revenue plan, and this amendment shall not affect any pledges heretofore made."

Mr. Dunbar moved that the foregoing resolution be adopted. The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Chairman Walker stated that a lot of hard work and time had been put in by the Finance Committee in preparing the presentation of the budget requests for this meeting, and he thanked the Committee for the wonderful work they had done.

Mr. Summers, Chairman of the Building Committee, stated that Mr. Brotherson, a representative of Perkins and Will, architects, was present to show the preliminary plans for the classroom building at Northern. After looking over the plans, the Board recommended that Mr. Brotherson and Dr. Holmes go over the plans and arrange the building on a unit plan before the Board takes any action.

Mr. Summers next reported that the Special Committee appointed to study the sites proposed at Northern Illinois State Teachers College for three proposed new buildings -- a laboratory school, a classroom building, and a field house -- had met on Thursday,

TEACHERS COLLEGE BOARD

October 28. Mr. Summers reported that the Special Committee offers the following recommendation:

"The Board approves the site for a proposed laboratory school and a classroom building on the West Campus at Northern Illinois State Teachers College as recommended by the architects and the administration at Northern."

Mr. Summers moved the approval of the foregoing recommendation. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers next reported that the Special Committee agreed that the Field House should be located on the West Campus of Northern but could not agree on the exact location.

The Board recommended that Dr. Holmes have a rough draft drawn showing the location of the proposed Field House in the northwest corner of the West Campus, thus enabling the Board to get a better idea of the location as agreed upon by the majority of the members of the Special Committee.

INFORMAL REPORTS

Eastern Illinois State College

Dr. Buzzard had no informal report on Eastern Illinois State College to present to the Board.

Illinois State Normal University

Dr. Larsen presented his informal report on Illinois State Normal University with the following requests:

1. Acceptance of the low bid as submitted by Davey Tree Expert Company, in the amount of \$ 3,905, for the tree work that should be done during the coming winter on the campus of Illinois State Normal University. (To be paid with funds appropriated for Contractual Services.) (At the October 18 meeting, the Advisory Committee of the I.S.N.U. was given power to act on bids received on this project, but they wish it brought to the Board for action.)
2. Dr. Larsen reported that the Advisory Committee (who had been given power to act on bids received) had accepted bids and authorized the awarding of contracts for heating, plumbing, and electrical improvements to Dunn-Barton Halls, as follows:

Plumbing and Heating - Donzel Fortner - \$19,387.00
Electrical - Gray-Trimble Electric Co. - 4,857.00

PROCEEDINGS

Since it has been found necessary to replace two 100 gallon expansion tanks, which are now in a condition beyond satisfactory repair, and also install eight check valves and two 4" gate valves on each boiler, it is recommended that the Board approve an extra to the above contract with Donzel Fortner, in the amount of \$1,377, to cover this work. (To be paid out of the \$60,000 allotted for improvements to three existing residence halls of the women's residence hall bond issue.)

3. Acceptance of the cost estimate submitted by Consulting Engineering Service for air conditioning of the two reserve rooms on the first floor and main reading room on the second floor in Milner Library as follows:

| | |
|--|-------------|
| a. Installation of cooling coils and drip pans in present units in Reserve Room | \$3,100.00 |
| b. Installation of chilled water piping and drain lines from units in Reserve Room | 5,300.00 |
| c. Covering existing ductwork and chilled water lines. | 6,500.00 |
| d. New compressor, chiller, pumps and evaporative condenser | 16,000.00 |
| e. Electrical work | 5,500.00 |
| f. Temperature controls | 2,000.00 |
| Total. | 38,400.00 |
| Engineering fee based on 6% of total cost | 2,354.00 |
| Total estimated cost | \$40,754.00 |

(Dr. Larsen reported that the Advisory Committee of Illinois State Normal University has approved the drawing of plans and the fee covering the engineering work. This project is to be paid from the following sources: \$28,000 from the Contingencies Income Fund Education Operation and \$13,000 from reserves in Contractual Services - General Revenue. Bids for the work will be received at a later date and presented to the Board.)

Mr. Ropp moved the acceptance of the informal report on Illinois State Normal University as presented by Dr. Larsen. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Absent |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Larsen next reported that, in his quarterly report presented at the October 18 meeting, the Board approved his request of a non-Sabbatical leave for Miss Charlotte E. Wilcox, Assistant Professor of Biological Science, for the second semester of the 1954-1955 school year.

Dr. Larsen now requested that this be changed to a Sabbatical leave for Miss Wilcox.

TEACHERS COLLEGE BOARD

Mr. Ropp moved that Miss Charlotte E. Wilcox, Assistant Professor of Biological Science, be given a Sabbatical leave for the second semester of the 1954-1955 school year. The motion was seconded by Mr. Houle, and unanimously carried.

Dr. Larsen next reported that the University Council Building Committee is considering the naming of the new residence hall. The University Council realizes the Board's policy of not naming a building after any living person, but they request permission to name the new residence hall for Ralph H. Linkins.

Mr. Stipes moved that the matter of naming the new residence hall be tabled until a later date. The motion was seconded by Dr. Reavis, and unanimously carried.

Western Illinois State College

Dr. Beu presented his informal report on Western Illinois State College, together with Supplement, with the following requests:

1. Acceptance of the low bid submitted by L. B. Herbst Corporation, in the amount of \$4,133.75, for the lounge furniture for Seal Hall. (To be paid out of men's residence hall bond issue.)
2. Acceptance of the low bid submitted by Macomb Motor Company, in the amount of \$1,400 (\$1,901.48 less trade-in allowance of \$501.48 on a 1949 Chevrolet four-door sedan), for a new 1955 Ford, six cylinder, Mainline Fordor Sedan equipped with oil filter, oil bath air cleaner, fresh air heater and turn indicators. (To be paid with funds appropriated for Equipment.)

Mr. Stipes moved the acceptance of the informal report, together with Supplement, on Western Illinois State College as presented by Dr. Beu. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Northern Illinois State Teachers College

Dr. Holmes had no informal report on Northern Illinois State College to present to the Board.

Dr. Holmes reported that after the last Board meeting it was found that only \$26,541 was needed, instead of \$35,000 as originally anticipated, to take care of the necessary repairs at Northern caused by the flash flood in the DeKalb area; and that Governor Stratton had released this amount of money for Northern's use.

NEW BUSINESS

A discussion was held on the matter of State-owned vehicles.

PROCEEDINGS

Mr. Dunbar stated that in all of the school budgets there has been a great demand for new vehicles.

In view of this and to help the Board decide if it is cheaper to own cars or rent them, Mr. Dunbar presented the following motion:

"That all presidents appoint a person who will be in charge of all State Vehicles and in the future a trip ticket will be filled out which will give such information as required. These forms will be sent to the Central Office the first of each month. Also speedometer reading of all vehicles will be sent to the Central Office December 1st and that the Central Office shall call for such additional information as they desire."

The motion was seconded by M . Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Nay |
| Mr. Hollingsworth | Absent | Mr. Ropp | Nay |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Nay | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Nay | |

The motion was carried by a vote of five to four.

Mr. Dunbar moved that all transactions involving the purchase or trading of automotive equipment must be submitted to the Board as individual items for approval. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Chairman Walker called on Mr. Dunn to report on the meeting he and Mr. Lanphier had with the Aetna Casualty and Surety Company.

Mr. Dunn reported that he and Mr. Lanphier had just returned from a conference with Mr. Bachl, of the Aetna Casualty and Surety Company who has the completion bond of the Engineering Construction Corporation for the new dormitory building at Northern Illinois State Teachers College. Mr. Cline and Mr. Brusa also attended this conference. Mr. Dunn stated that the information given this morning by the representatives of the Engineering Construction Corporation was correct; the work on this project will continue for another week or more and it is hopeful that all sub-contractors will carry on. Mr. Dunn further stated that, under the terms of the contract, it now becomes the duty of the Teachers College Board to take over the contract and complete it.

TEACHERS COLLEGE BOARD

Mr. Dunn presented the following resolution for the consideration of the Board:

"WHEREAS, This Board has been advised that Engineering Construction Corporation, the contractor having the general contract for the construction of a residence hall now in process of construction on the campus of Northern Illinois State Teachers College at DeKalb, Illinois, is unable because of financial difficulties to complete the contract on said building, and;

"WHEREAS, under the terms of said contract it becomes necessary for this Board to have on file a certificate of the architect that sufficient cause exists to justify taking over said construction job,

"THEREFORE BE IT RESOLVED, that this Board notify Schaeffer, Hooton and Wilson, the architects on said job, to file such a certificate with the Secretary of this Board, and,

"BE IT FURTHER RESOLVED, that said architects are hereby instructed to take bids for the completion of the work of said general contractor in the event either the general contractor or the Aetna Casualty and Surety Company, surety on the contractor's completion bond, fails to proceed with the general construction contract.

"BE IT FURTHER RESOLVED, that sub-contractors be urged to continue with their work and that they be advised that there is on file an ample completion bond."

After discussion, Mr. Summers moved the adoption of the foregoing resolution as submitted by Mr. Dunn. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Ropp moved the adoption of the following resolution:

"That as of November 24, 1954, which is the termination of President R. W. Fairchild's six months sick leave, he be appointed as Professor of Education at Illinois State Normal University at a salary of \$500.00 per month for the current school year while he is on disability status from the University Retirement System. At such time as he is no longer disabled, he would return to his position of President of Illinois State Normal University."

The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

PROCEEDINGS

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Chairman Walker reported that no dates have been set for any future Board meetings and would like the recommendation of the Board on this matter.

Mrs. Madlener moved that there be no meeting in December and that the next meeting be held on January 17, 1955, in Springfield, Illinois. The motion was seconded by Mr. Houle, and unanimously carried.

There being no further business to come before the Board, Mr. Summers moved that the meeting stand adjourned until the next scheduled meeting on January 17, 1955, in Springfield, Illinois. The motion was seconded by Mrs. Madlener, and unanimously carried.

LEWIS M. WALKER, Chairman

CHAS. G. LANPHIER, Secretary

REPORT OF THE EASTERN ILLINOIS STATE COLLEGE January 17, 1955

The following report concerning Eastern Illinois State College is presented for your consideration:

I. STUDENTS

A. College Enrollment, Winter Quarter, 1954-55

| | <u>Men</u> | <u>Women</u> | <u>Total</u> | <u>Total One Year Ago</u> |
|--------------|------------|--------------|--------------|-------------------------------|
| Freshmen | 476 | 278 | 754 | 510 |
| Sophomores | 234 | 143 | 377 | 306 |
| Juniors | 150 | 103 | 253 | 187 |
| Seniors | 84 | 79 | 163 | 183 |
| Unclassified | 12 | 2 | 14 | 12 |
| Graduates | <u>9</u> | <u>3</u> | <u>12</u> | <u>6</u> |
| Totals | 965 | 608 | 1573 | 1204 |

TEACHERS COLLEGE BOARD

B. Veteran Enrollment, Winter Quarter, 1954-55

| | <u>54-55</u> | <u>53-54</u> |
|----------------------|--------------|--------------|
| Public Law No. 550 | 293 | 131 |
| Public Law No. 346 | 2 | 15 |
| Public Law No. 16 | 6 | 2 |
| Military Scholarship | <u>12</u> | <u>10</u> |
| Total | 313 | 158 |

C. Scholarships, Fall Quarter, 1954

| | <u>Residence</u> | <u>Extension</u> |
|-------------------------------|------------------|------------------|
| Teachers College Scholarships | 570 | 9 |
| Military Scholarships | <u>10</u> | <u>33</u> |
| Total | 580 | 42 |

D. Summary of Class Enrollments for Fall Quarter, 1954

1. Class Sizes

| <u>Department</u> | <u>1-5</u> | <u>6-10</u> | <u>11-20</u> | <u>21-30</u> | <u>31-40</u> | <u>Above 40</u> | <u>Average Class Size</u> |
|-------------------|------------|-------------|--------------|--------------|--------------|---------------------|-------------------------------|
| Art | 1 | 3 | 6 | 2 | 0 | 0 | 13 |
| Biology | 0 | 0 | 0 | 0 | 6 | 0 | 34 |
| Botany | 1 | 3 | 1 | 1 | 3 | 0 | 19 |
| Bus. Ed. | 0 | 0 | 6 | 4 | 9 | 3 | 30 |
| Chemistry | 2 | 2 | 1 | 1 | 3 | 0 | 22 |
| Education | 1 | 1G | 3 | 5 | 4 | 9 | 32 |
| | | 1 | | | | | |
| English | 1G | 1 | 5 | 3 | 22 | 0 | 27 |
| For. Lang. | 4 | 1 | 4 | 0 | 0 | 0 | 9 |
| Geography | 3 | 2 | 3 | 1 | 1 | 0 | 13 |
| Health Ed. | 0 | 0 | 1 | 1 | 4 | 0 | 31 |
| Home Ec. | 0 | 3 | 3 | 1 | 0 | 0 | 11 |
| Ind. Arts | 0 | 1 | 5 | 6 | 0 | 0 | 18 |
| Math. | 0 | 2 | 2 | 6 | 1 | 0 | 23 |
| Music | 1 | 2 | 9 | 1 | 1 | 0 | 14 |
| P. E. - Men | 1G | 2 | 1 | 3 | 4 | 0 | 21 |
| P. E. - Women | 0 | 3 | 1 | 1 | 0 | 0 | 14 |
| Phys. Science | 0 | 0 | 1 | 1 | 0 | 0 | 18 |
| Physics | 1 | 0 | 2 | 3 | 2 | 0 | 21 |
| Soc. Science | 2 | 2 | 2 | 2 | 11 | 8 | 31 |
| Speech | 2 | 0 | 5 | 3 | 0 | 0 | 14 |
| Zoology | 1 | 1 | 4 | 0 | 5 | 0 | 24 |
| Totals | <u>21</u> | <u>30</u> | <u>65</u> | <u>43</u> | <u>76</u> | <u>20</u> | |
| Per Cents | 8% | 12% | 26% | 17% | 30% | 8% | |

NOTE: G indicates Graduate Class - Open to graduates only. Other classes are open to both graduates and undergraduates.

Physical Education Department figures do not include service courses which average approximately 35 students per course.

The following classes were not included in the tabulation for reasons as stated:

PROCEEDINGS

Home Economics 345 - Home Management - Eight students in the two houses, which represents the capacity of the houses.

Chemistry 450 - A special problems course which is carried as extra load by the staff of the department. Usually one or two students are enrolled; during the fall quarter there were two.

Speech 455, 457 - These are clinic courses in speech correction, individual work carried on in connection with normal activities of the Speech Clinic. Six students are enrolled during the Fall Quarter.

2. Analysis of Small Classes

All of the classes smaller than eleven students are in advanced courses. The enrollment reflects in the main the high rate of drop-outs in our student body. Almost all of these courses are required for graduation; the small number not required are highly desirable elective courses for advanced students. It would hamper our program for upper-class students if any were eliminated.

3. Over-Loaded Classes

There are 58 classes during the Fall Quarter which exceed in enrollment the limits set for them. These limits are variable, determined by laboratory capacity or teaching method, or both. This is undesirable, but necessary, in view of the unexpected increase in freshman enrollment. Following is the list:

| <u>Course</u> | <u>Capacity</u> | <u>Enrollment</u> |
|----------------------------------|-----------------|-------------------|
| Art 129 | 20 | 21 |
| III Art 130 | 20 | 22 |
| Four classes in General Biology | 32 | 33 to 35 |
| Bus. Ed. 110 (Typewriting) | 40 | 44 |
| II Business Education 140 | 40 | 54 |
| Three classes in freshman Chem. | 32 | 34 to 36 |
| Nine classes in Education | 40 | 41 to 51 |
| Twenty-one classes in Eng. Comp. | 30 | 31 to 40 |
| Home Economics 101 | 16 | 18 |
| Home Economics 102 | 20 | 24 |
| II Physics 236 | 12 | 14 |
| Five classes in Am. History | 45 | 46 to 51 |
| Three classes in Public Speaking | 20 | 21 to 23 |
| Five classes in Freshman Zoology | 32 | 35 to 37 |

II. FACULTY

A. Termination of Service

1. Dr. Mildred I. Whiting, Professor and Head of the Department of Art, and a member of the faculty since September, 1936, died suddenly on December 20, 1954, in Lincoln, Nebraska, her home town.

TEACHERS COLLEGE BOARD

B. Change in Assignment

1. Calvin Countryman, A. M., Assistant Professor of Art, to additional duty as Acting Head, Department of Art, for the remainder of the academic year 1954-55.

C. Replacements

1. Erving G. Monroe, B. S., Tennessee State College, Murfreesboro, 1941; A. M., George Peabody College for Teachers, 1946; two years additional graduate study, State University of Iowa, as temporary Assistant Professor of Art, taking over the course work of Dr. Mildred Whiting for the remainder of the academic year, 1954-55, at a salary of \$550 per month for five and one-fourth months.
2. Mrs. Mary Moses, A. M., as Instructor in English, at a salary of \$460 per month for December, January and February, replacing Mrs. Dorothy L. Countryman, resigned.

D. Additional Faculty Assistant

1. Mrs. Edna Kniskern, A. B., as temporary Faculty Assistant on a part-time assignment as Laboratory Assistant in Zoology, for the Winter Quarter, at a salary of \$200 per month.

E. Resignation

1. Mrs. Dorothy L. Countryman, Instructor in English, resigned effective November 30, 1954.

F. Correction

1. Mrs. Esther D. Ross, Temporary Instructor, taught one-half time during the Fall Quarter and her salary for September, October and November should have been \$230.00 per month. Mrs. Ross will teach three-fourths time during the Winter Quarter and her salary should be \$345.00 per month, effective December 1, 1954.

G. Affiliated Teachers, Fall Quarter, 1954

The following persons appeared on the November payroll as Faculty Assistants as indicated below:

| <u>Name</u> | <u>School</u> | <u>Assign.</u> | <u>Amount</u> |
|--------------------|---------------|----------------|---------------|
| Elsie Buchanan | Lawrenceville | 3 | \$ 72.00 |
| Eloise Buffenmeyer | Charleston | 4 | 96.00 |
| Alice Crouch | Shelbyville | 6 | 144.00 |
| Jack Douglass | Charleston | 3 | 72.00 |
| Ray Fischer | Mattoon | 1 | 24.00 |
| Eleanor Franklin | Mattoon | 1 | 24.00 |
| Aaron Gray | Mattoon | 1 | 24.00 |
| Gwendolyn Hammer | Windsor | 6 | 144.00 |
| Luella Hardin | Mattoon | 1 | 24.00 |
| Hal Hubbard | Charleston | 2 | 48.00 |
| Betty Knapp | Mattoon | 1 | 24.00 |
| Jane Lahey | Mattoon | 1 | 24.00 |
| Willa Lane | Charleston | 1 | 24.00 |

PROCEEDINGS

| <u>Name</u> | <u>School</u> | <u>Assign.</u> | <u>Amount</u> |
|--------------------|---------------|----------------|---------------|
| Jean Main | Casey | 6 | 144.00 |
| Artrel Mills | Charleston | 4 | 96.00 |
| Maude Moore | Lawrenceville | 3 | 72.00 |
| Dawn Neil | Charleston | 4 | 96.00 |
| Richard Olmstead | Charleston | 2 | 48.00 |
| Carolyn Rockabrand | Mattoon | 3 | 72.00 |
| William Swearingen | Mattoon | 1 | 24.00 |
| Grace Whitesel | Mattoon | 3 | 72.00 |
| | | | <hr/> |
| | | | \$1,368.00 |

H. Affiliated Teachers, Winter Quarter, 1954-55

The following persons will appear on the February payroll
as Faculty Assistants as indicated below:

| <u>Name</u> | <u>School</u> | <u>Assign.</u> | <u>Amount</u> |
|---------------------|---------------|----------------|---------------|
| Mervin Baker | Charleston | 2 | \$ 48.00 |
| William Brandvold | Mattoon | 2 | 48.00 |
| Elsie Buchanan | Lawrenceville | 3 | 72.00 |
| Charles Crites | Mattoon | 2 | 48.00 |
| Alice Crouch | Shelbyville | 6 | 144.00 |
| Jack Douglass | Charleston | 8 | 192.00 |
| Leon Elliott | Mattoon | 2 | 48.00 |
| Ray Fischer | Mattoon | 2 | 48.00 |
| Eleanor Franklin | Mattoon | 1 | 24.00 |
| Luella Hardin | Mattoon | 1 | 24.00 |
| Hal Hubbard | Charleston | 2 | 48.00 |
| Herbert Ikenberry | Mattoon | 2 | 48.00 |
| Betty Knapp | Mattoon | 1 | 24.00 |
| Jane Lahey | Mattoon | 2 | 48.00 |
| Willa Lane | Charleston | 3 | 72.00 |
| Artrel Mills | Charleston | 3 | 72.00 |
| Maude Moore | Lawrenceville | 3 | 72.00 |
| Howard Nelms | Mattoon | 2 | 48.00 |
| Richard L. Olmstead | Charleston | 3 | 72.00 |
| Harold Osborn | Mattoon | 4 | 96.00 |
| Carolyn Rockabrand | Mattoon | 3 | 72.00 |
| William Swearingen | Mattoon | 1 | 24.00 |
| Grace Whitesel | Mattoon | 3 | 72.00 |
| Mary Zimmerman | Mattoon | 3 | 72.00 |
| | | | <hr/> |
| | | | \$1,536.00 |

III. CLASSIFIED EMPLOYEES

A. Temporary Employees

1. Marian L. Armstrong, Temporary Clerk Typist I, at a salary of \$155 per month, effective November 8, 1954, as additional help in the Registrar's Office during registration.
2. Glenn E. Wilson, Temporary Stationary Fireman Helper, at a salary of \$295 per month, effective December 1, 1954, to February 28, 1955, while John W. Elston, Jr., is on disability leave.

TEACHERS COLLEGE BOARD

3. Emma I. Freeman, Temporary Head Health Service Nurse, at a salary of \$350 per month, effective December 1, 1954, substituting for Nurse Mary Thompson on disability leave.

B. Change in Classification

1. Leyla J. Peck, Clerk Typist I, to Clerk Stenographer I, effective December 1, 1954, at no change in salary.
2. Mary E. Andrews, Clerk Typist I, at a salary of \$155 per month, to Clerk Stenographer I, at a salary of \$160 per month, effective January 1, 1955.

C. Leaves of Absence

1. Glenn E. Wilson, Groundsman, on leave of absence, effective December 1, 1954, to March 1, 1955, to take temporary appointment as Stationary Fireman Helper,
2. John W. Elston, Jr., Stationary Fireman Helper, on disability leave, effective November 1, 1954.

D. Accident

1. Reign S. Fidler, Janitor, serving as Night Janitor, slipped and fell on the porch of the Annex while on duty January 4, 1955. Hospital reports indicate a broken knee cap.

IV. ORGANIZATION

The following calendar is submitted for the academic year, 1955-56:

Fall Quarter

| | |
|--|----------------------------|
| Tuesday, September 6 | Faculty Day |
| Wednesday—Friday, September 7-9 | Orientation |
| Saturday, September 10 | Registration |
| Monday, September 12 | Classwork begins |
| Friday, October 7 | Eastern Division, I. E. A. |
| Friday—Saturday, October 21-22. | Homecoming |
| Wednesday, November 23, 12:00 Noon | Thanksgiving vacation |
| Monday, November 28, 1:00 p.m. | Classes resume |
| Friday, December 2 | Fall Quarter ends |

Winter Quarter

| | |
|---|---------------------|
| Monday, December 5 | Registration |
| Tuesday, December 6 | Classwork begins |
| Wednesday, December 21, 5:00 p.m. | Vacation begins |
| Thursday, January 5, 8:00 a.m. | Classes resume |
| Thursday, March 8 | Winter Quarter ends |

Spring Quarter

| | |
|--|---------------------|
| Monday, March 12 | Registration |
| Tuesday, March 13 | Classwork begins |
| Thursday, March 30, 12:00 Noon | Easter recess |
| Monday, April 2, 1:00 p.m. | Classes resume |
| Sunday, May 27, 11:00 a.m. | Baccalaureate |
| Sunday, May 27, 3:00 p.m. | Commencement |
| Wednesday, May 30 | Memorial Day |
| Friday, June 1 | Spring Quarter ends |

PROCEEDINGS

Summer Term, 1956

| | |
|-----------------------------|--------------------|
| Monday, June 11. | Summer Term begins |
| Wednesday, July 4 | Independence Day |
| Thursday, August 2. | Commencement |
| Friday, August 3 | Summer Term ends |

V. CURRICULUM

No report.

VI. BUILDINGS AND GROUNDS

A. Repair of Smokestack

Bids for repair and tuckpointing of the smokestack of the Heating Plant have been secured as follows:

| | |
|--|------------|
| 1. Terre Haute Boiler Company | \$2,535.00 |
| 2. M. W. Kellog Company, Chicago | 2,620.00 |

Permission is requested to expend \$2,535.00 from the \$9,778.15 of funds formerly allotted to coal bunker rehabilitation and returned to that fund because coal bunker rehabilitation (\$23,541.58) was met from Education Operations, Contingency.

B. Rehabilitation, Administrative Offices, Main Building

Permission is requested to expend not to exceed \$7,243.15 (remainder of \$9,778.15 allotted for bunker repair as above) for materials and labor, under authorization by the Eastern Advisory Committee, for cutting doorways, erecting partitions, replacing chalkboards, floor repair and other items connected with rehabilitation of administrative offices, Main Building.

The rehabilitation funds for Eastern are accounted for as follows:

| | | |
|-------------------------|-----------------|-------------|
| Originally Proposed | \$60,000.00 | |
| Transferred to Northern | <u>6,108.26</u> | \$53,891.74 |

Allotted and Spent to Date

Allotted and Spent to Date

| | | | |
|---|-----------------|--------------------|-----------------|
| Tuckpointing — Lantz Gymnasium | 10,290.00 | | |
| Relining breeching — Heating Plant | 4,065.00 | | |
| Condensate Tank — Heating Plant | 3,509.61 | | |
| Heat Distribution — Main Building | 19,600.00 | | |
| Downspouting — Pemberton Hall | <u>595.00</u> | | |
| | | <u>\$38,059.61</u> | \$15,832.13 |
| Changed Allotment — Coal bunkers | | 9,778.15 | |
| Proposed Expenditures | | | |
| Smokestack repairs — Heating Plant | 2,535.00 | | |
| Administrative quarters — Main Building | <u>7,243.15</u> | | |
| | | 9,778.15 | <u>9,778.15</u> |
| Balance Not Allotted | | | \$ 6,053.98 |

TEACHERS COLLEGE BOARD

C. Tractor and Equipment

Bids were received on equipment as follows:

1. Model 600 (1955) Ford Tractor, complete with fluid in 11 x 28 tires, comfort cover, lights and bumper, including:

Loader, standard
Disc, 7' mounted
Spike Harrow, 3 section mounted
Mower, 7' rear mount
Blade, 6' all purpose
Snow plow, V-blade on loader

| | |
|--|------------|
| Bid No. 1 – Economy Implements, Inc. – Champaign | \$3,210.00 |
| Bid No. 2 – Brown Implement Company – Mattoon | 3,010.00 |
| Bid No. 3 – Spence's Power Equipment Co. – Springfield | 2,757.71 |
| Bid No. 4 – Ead's Tractor Sales – Paris. | 2,713.25 |

Permission is requested to accept the low bid of \$2,713.25 from Ead's Tractor Service, Paris, Illinois, and purchase from Equipment Funds, General Revenue.

VII. AUXILIARY ENTERPRISES

A detailed report on Auxiliary Enterprises will be presented as an appendix to this report.

VIII. STUDENT LIFE

No report.

IX. MISCELLANEOUS

A. Communication from the Committee of Fifteen

Under date of November 8, 1954, the Committee of Fifteen requested transmission of the following proposal to the Teachers College Board, to which we agreed and hereby make it a part of this quarterly report.

"Dear Members of the Teachers College Board:

Generally in theory and more and more in practice, faculty participation in administration is deemed to be sound policy in higher education. A recent survey of member institutions by the American Association of University Professors' Committee T found significant gains over a period of two decades, especially in teacher-training institutions.¹

Formation a few years ago on our campus of the Committee of Fifteen and a faculty personnel committee, under the governing policies of the Teachers College Board,² is a local expression of this wider movement.

Some degree of faculty participation in selection of new faculty members and of administrative personnel has thus gained formal status in the teachers colleges in Illinois. That the Teachers College Board encourages such faculty participation, even in the selection of the highest officer of

PROCEEDINGS

an institution, is clearly revealed in the following statement: 'In the selection of a new President the Board will confer with a committee named by the faculty of the institution involved.'³

The approaching retirement of two of the four presidents in the teachers colleges by reason of age (voluntary at 65, mandatory at 68) makes this a matter of timely and practical concern to the faculties of these institutions.

Although no scheme can guarantee wise selection, the plan proposed herewith will give the faculty opportunity for desirable democratic participation. We were heartened at the state meeting of chapters of the American Association of University Professors, in April, to hear favorable reports of the work of faculty committees which recently assisted or are currently assisting in the selection of presidents at Bradley University and at the University of Illinois.

We therefore propose:

- (1) That a committee of nine (9) members be elected by the faculty from a group of 18 nominees previously chosen by faculty election, both elections to be supervised by the Committee of Fifteen, and only faculty members with tenure to be eligible for nomination;
- (2) That the Board empower such a committee to search for suitable candidates for the position of president (it being our belief that 'the job should seek the man, and not the man the job') and to consider nominations from any and all sources such as alumni groups and the Board.
- (3) That the committee be permitted full discretion in formulating its procedures and adopting standards of selection, within the broad statement of policy in the "Governing Policies";⁴ and
- (4) That the committee sift the list of nominations, reducing it to a practical number and submitting this list of candidates, with appropriate recommendations, to the Board for final selection and appointment.

It is the opinion of the Committee of Fifteen that this plan would use the knowledge and experience of the faculty to the fullest extent while relieving the Board of much unnecessary detail work. It is not our thought that the Board would in any way abdicate its legal responsibility in the selection of the president.

Respectfully submitted,

FLORENCE MC AFEE, Chairman
The Committee of Fifteen

¹Report of progress on study now being conducted by Committee T, at the 39th annual meeting of AAUP, Chicago, 1953.

²"Governing Policies for the Organization and Administration of the State Teachers College in Illinois," The Teachers College Board, September 25, 1950.

TEACHERS COLLEGE BOARD

³Teachers College Board of Illinois, "By-Laws and Practices," (In effect January 1, 1953), page 8, Article VI, Section 4.

⁴"Governing Policies," op.cit., p. 7, Article V, Section 1."

B. Athletic Policy

Recently the Athletic and Sports Board (Faculty-Student) has again been confronted with requests for off-campus basketball games as an addition to the regular schedule. Examples are cited such as the Millikin-Southern game played for several years at Flora, Illinois, using a high school gymnasium, and the Millikin-Normal game played in the Olney High School gymnasium.

The Effingham and the Taylorville communities have requested games between Eastern and some selected collegiate opponent. Since such games are not provided for under present Board athletic policies, Eastern would appreciate consideration of the problem before the 1955-56 basketball schedules are compiled.

X. SUMMARY

Consideration by the Teachers College Board is requested on the following items:

1. Acceptance of the scholarship report as presented.
2. Approval of change in assignment as listed for Calvin Countryman.
3. Employment of Erving G. Monroe and Mary Moses as replacements as listed.
4. Employment of Mrs. Edna Kniskern as Faculty Assistant as listed.
5. Resignation of Mrs. Dorothy L. Countryman.
6. Correction in teaching assignment of Mrs. Esther D. Ross as listed.
7. Approval of affiliated teachers list for Fall Quarter as listed.
8. Approval of affiliated teachers list for Winter Quarter as listed.
9. Employment of Marian L. Armstrong, Glenn E. Wilson and Emma I. Freeman as temporary employees as listed.
10. Approval of changes in classification for Leyla J. Peck and Mary E. Andrews.
11. Approval of leaves of absence for Glenn E. Wilson and John W. Elston, Jr.
12. Approval of expenditure of \$2,535.00 for rehabilitation funds for repairs and tuckpointing of the smokestack of the Heating Plant.
13. Approval of expenditure of \$7,243.15 from rehabilitation funds

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for the rehabilitation of administrative offices in the Main Building with authorization for expenditure by the Eastern Advisory Committee.

14. Consideration of letter from Committee of Fifteen.
15. Consideration of proposed calendar for 1955-56.
16. Permission to accept low bid of \$2,713.25 for tractor and equipment from Ead's Tractor Service, Paris, Illinois, and issue purchase order.

Respectfully submitted,

ROBERT G. BUZZARD, President

ILLINOIS STATE NORMAL UNIVERSITY January 16 and 17, 1955

The following report is submitted from Illinois State Normal University:

I. STUDENTS

1. First Semester 1954-1955 Enrollment by Division or Department and Year in School

| Division or Department | Freshman | Sophomore | Junior | Senior | Total |
|---------------------------------|----------|-----------|--------|--------|-------|
| Agriculture | 67 | 25 | 9 | 7 | 108 |
| Art | 16 | 22 | 13 | 10 | 61 |
| Biological Science | 17 | 8 | 5 | 9 | 39 |
| Business Education | 137 | 70 | 40 | 33 | 280 |
| Elementary Education | 202 | 123 | 112 | 109 | 546 |
| English | 26 | 24 | 21 | 15 | 86 |
| French | 6 | 1 | 2 | 0 | 9 |
| Geography | 5 | 5 | 5 | 9 | 24 |
| Health and P.E. (Men) | 91 | 46 | 23 | 28 | 188 |
| Health and P.E. (Women) | 61 | 31 | 24 | 29 | 145 |
| Home Economics | 68 | 33 | 29 | 24 | 154 |
| Industrial Arts | 56 | 29 | 14 | 18 | 117 |
| Latin | 1 | 0 | 2 | 0 | 3 |
| Mathematics | 33 | 16 | 13 | 17 | 79 |
| Music | 51 | 32 | 27 | 13 | 123 |
| Physical Science | 22 | 7 | 6 | 7 | 42 |
| Social Science | 61 | 30 | 23 | 27 | 141 |
| Spanish | 3 | 1 | 3 | 3 | 10 |
| Special Education | 74 | 56 | 33 | 29 | 192 |
| Speech | 18 | 14 | 5 | 7 | 44 |
| Total by classes | 1015 | 573 | 409 | 394 | 2391 |
| Unclassified (Undergraduate) | | | | | 52 |
| Special (Undergraduate) | | | | | 9 |
| Special (Undergraduate, Nurses) | | | | | 43 |
| Graduates | | | | | 157 |
| Grand Total | | | | | 2652 |

TEACHERS COLLEGE BOARD

2. Teachers College and Military Scholarships

Teachers College Scholarships are being used by 1252 students. This is 52 percent of the full-time students enrolled for the first semester of the 1954-1955 school year.

Military Scholarships are being used by 65 students.

3. First Semester 1954-1955 Class Sizes by Departments

a. Undergraduate

| Size of Class | Ag | Ar | BS | BE | EP | En | FL | Ge | HP | HE | IA | LS | Ma | Mu | PS | SS | Sp | NS | Total |
|---------------|----|----|----|----|----------------|----|----|----|----|----|----|----------------|----|----|----|----|----|----|-------|
| Over 69 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| 65-69 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 60-64 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 55-59 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 50-54 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 8 |
| 45-49 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 1 | 0 | 7 | 0 | 0 | 15 |
| 40-44 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | 1 | 0 | 0 | 0 | 5 | 0 | 16 | 0 | 0 | 29 |
| 35-39 | 0 | 2 | 5 | 1 | 3 | 0 | 0 | 1 | 7 | 2 | 0 | 0 | 1 | 3 | 1 | 10 | 0 | 8 | 44 |
| 30-34 | 0 | 3 | 6 | 6 | 22 | 7 | 0 | 3 | 8 | 1 | 1 | 0 | 4 | 1 | 0 | 7 | 0 | 9 | 78 |
| 25-29 | 1 | 2 | 3 | 1 | 31 | 27 | 0 | 0 | 9 | 1 | 2 | 0 | 3 | 1 | 1 | 7 | 9 | 2 | 100 |
| 20-24 | 2 | 3 | 6 | 3 | 20 | 12 | 0 | 3 | 2 | 5 | 2 | 0 | 2 | 3 | 1 | 4 | 7 | 5 | 80 |
| 15-19 | 2 | 1 | 5 | 7 | 16 | 4 | 0 | 4 | 10 | 8 | 3 | 1 | 5 | 8 | 2 | 3 | 4 | 1 | 84 |
| 10-14 | 5 | 6 | 1 | 5 | 10 | 4 | 0 | 2 | 6 | 1 | 2 | 1 | 3 | 5 | 3 | 5 | 2 | 0 | 61 |
| 5-9 | 3 | 5 | 3 | 1 | 5 | 5 | 8 | 1 | 10 | 6 | 3 | 1 | 2 | 18 | 1 | 3 | 5 | 0 | 80 |
| 0-4 | 4 | 1 | 1 | 0 | ^a 2 | 0 | 5 | 0 | 2 | 1 | 1 | ^a 2 | 0 | 5 | 3 | 0 | 2 | 0 | 29 |
| Total | 17 | 29 | 30 | 24 | 109 | 59 | 13 | 14 | 73 | 26 | 14 | 5 | 20 | 51 | 12 | 62 | 29 | 25 | 612 |
| *Mean | 11 | 24 | 24 | 21 | 23 | 23 | 5 | 21 | 29 | 18 | 16 | 8 | 21 | 17 | 14 | 32 | 18 | 31 | 23 |

* Means were reported to the nearest whole number.

^a One of these classes is taught by an instructor who already has a full teaching load. Ag-Agriculture; Ar-Art; BS-Biological Science; BE-Business Education; EP-Education and Psychology; En-English; FL-Foreign Languages; Ge-Geography; HP-Health and Physical Education (Men and Women); HE-Home Economics; IA-Industrial Arts; LS-Library Science; Ma-Mathematics; Mu-Music; PS-Physical Science; SS-Social Science; Sp-Speech; NS-Natural Science.

There has been a definite reduction in the number of classes at the undergraduate level with enrollments of ten or less. The report of October 19, 1953 showed 117 or 20 percent of the 583 classes then offered to be of that size. The report above shows 109 or 17.8 percent of 612 classes offered in the first semester 1954-1955 to have enrollments under ten. The average class size for all undergraduate classes has increased from 20.3 to 22.8, an increase of 12.5 percent.

Since 1952 there has been a steady growth in average class size. In 1952 the average class enrollment was 18.5. The average class size in 1954 is 23.3 percent greater than that of 1952. This information is detailed in the following table.

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Summary of Average Undergraduate Class Size

| Years | Freshman Sophomore | Junior Senior | All Courses |
|----------------------------|-----------------------|------------------|----------------|
| 1952 | 20.7 | 14.7 | 18.5 |
| 1953 | 23.9 | 13.2 | 20.3 |
| 1954 | 26.2 | 15.8 | 22.8 |
| Percent Increase over 1952 | 26.2 | 7.5 | 23.3 |

b. Graduate

| Size of Class | Ar | Bs | BE | EP | En | FL | Ge | HP | HE | IA | Ma | Mu | PS | SS | Sp | Total |
|------------------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|-------|
| 40-44 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 35-39 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 30-34 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 25-29 | 0 | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 20-24 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| 15-19 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 10-14 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| 5 -9 | 0 | 1 | 1 | 5 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 1 | 0 | 3 | 1 | 14 |
| 0 -4 | 3 | 2 | 2 | 10 | 1 | 1 | 2 | 0 | 2 | 4 | 3 | 4 | 1 | 1 | 1 | 37 |
| Total | 3 | 3 | 3 | 23 | 1 | 1 | 2 | 3 | 2 | 4 | 3 | 5 | 1 | 4 | 2 | 60 |
| Mean | 3 | 4 | 4 | 11 | 4 | 2 | 2 | 10 | 4 | 2 | 1 | 3 | 2 | 6 | 4 | 6 |

The average size of graduate classes has increased from 5.0 to 6.3, an increase of 26 percent. Since 1952 the average graduate class size has increased 34 percent.

4. Enrollment

The largest enrollment in the history of the University shows students from all parts of the state enrolling. Those counties with 25 or more students enrolled in September 1954, together with the number of students from each county, are listed.

| County | Largest Community | Number of Students Enrolled | Percent of Total Enrollment |
|---------------|----------------------|-----------------------------------|-----------------------------------|
| 1. McLean | Bloomington | 377 | 14.2 |
| 2. Cook | Chicago | 245 | 9.2 |
| 3. Tazewell | Pekin | 131 | 4.9 |
| 4. La Salle | La Salle | 107 | 4.0 |
| 5. Sangamon | Springfield | 87 | 3.2 |
| 6. Madison | Alton | 87 | 3.2 |
| 7. Livingston | Pontiac | 86 | 3.2 |
| 8. Lake | Waukegan | 65 | 2.4 |
| 9. Logan | Lincoln | 62 | 2.3 |
| 10. Vermilion | Danville | 61 | 2.3 |
| 11. Woodford | El Paso | 57 | 2.1 |
| 12. Iroquois | Watseka | 57 | 2.1 |
| 13. Macon | Decatur | 55 | 2.0 |
| 14. Kane | Aurora | 54 | 2.0 |
| 15. Kankakee | Kankakee | 54 | 2.0 |
| 16. Will | Joliet | 54 | 2.0 |

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| <u>County</u> | <u>Largest Community</u> | <u>Number of Students Enrolled</u> | <u>Percent of Total Enrollment</u> |
|-----------------|------------------------------|--|--|
| 17. Peoria | Peoria | 53 | 1.9 |
| 18. St. Clair | Belleville | 52 | 1.9 |
| 19. Bureau | Spring Valley | 49 | 1.8 |
| 20. De Witt | Clinton | 48 | 1.8 |
| 21. Ford | Paxton | 43 | 1.6 |
| 22. DuPage | Downers Grove | 34 | 1.2 |
| 23. Christian | Taylorville | 31 | 1.1 |
| 24. Grundy | Morris | 28 | 1.0 |
| 25. Rock Island | Rock Island | 28 | 1.0 |
| 26. Fulton | Canton | 28 | 1.0 |
| 27. Greene | White Hall | 27 | 1.0 |
| 28. Knox | Galesburg | 27 | 1.0 |
| 29. Macoupin | Carlinville | 26 | 0.98 |
| 30. Champaign | Champaign | 25 | 0.94 |
| 31. Macon | Havana | 25 | 0.94 |
| | | <hr/> 2163 | <hr/> 80.26 |

5. Extension

First semester extension enrollments were reported in the October report to the Board. The total registration of 681 represents the second highest total during a first semester in our history. This figure is reached in spite of the fact that reductions in undergraduate offerings to only fourteen classes were made. If a limit of 35 on two art classes had not been made, and undergraduate classes had been offered instead of the three graduate classes, there probably would have been 60 or more additional students enrolled.

Classes this semester are somewhat excessive in enrollment. The average enrollment of 40 is too large for some of the classes offered. It is expected that when it is possible to offer more classes this average enrollment will drop. Generally speaking, limiting the enrollment in extension classes is not regarded a desirable practice. It is hoped that this practice will not become necessary.

It is again apparent that we can get adequate enrollment for graduate offerings by extension. In general, such courses should be designed for elementary school teachers. At the present time there is a widespread and very genuine interest on the part of elementary school teachers in receiving work at the graduate level. A great many of these teachers have not selected the school in which they wish to do graduate work. Transfer of graduate credit from one school to another is more difficult than in the case of undergraduate credit.

It is hoped that beginning next fall, there can be definite assurance of instructional staff for the extension program, and an understanding which will not permit departments to withdraw instructors in order to maintain full programs on the campus. It would be most advantageous to be able to plan extension offerings in various centers for more than a few months in advance.

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The extension program is an important part of the work of any teacher education institution. It serves as an important part of the in-service activities of many teachers. Present lack of staff makes the present offering quite inadequate. It had been hoped that additions to the staff would help solve the problem, but this may not be possible. This is an important area of teacher education which must be given more attention when faculty needs are considered.

6. Report of the Bureau of Appointments

The complete 1954 report of the Bureau of Appointments is included separately with this report. The pattern of the activities of the Bureau of Appointments for the year that has just ended was essentially the same as it has been for the last several years. Briefly, this year was highlighted by the following trends: (1) An increase of 16 percent in the number of vacancies to a total of 6363; (2) an increase in average beginning salaries from \$3125.00 to \$3500.00 for high school teachers; (3) the beginning of a period of shortages of high school teachers; (4) the continuation of the almost hopeless shortage of teachers on the elementary level; and (5) an increase almost to the saturation point of the number of our graduates who are entering teaching.

The year that has just passed produced the largest number of vacancies that have ever been reported to the Bureau. From 1950 to 1954 there has been an increase of 116 percent in the number of vacancies reported. The total number in 1954 was 6363. The present year also witnessed the largest number of placements in the history of the Bureau. A total of 568 persons were helped to secure positions. Of this number 323 were graduates in 1954 and 245 were former graduates with teaching experience. In future years we may logically expect an increase in the number of vacancies, but the number being assisted in seeking positions cannot be expected to increase much above the figure for the present year until we have a larger number in our graduating classes.

The shortage of elementary teachers has reached its fifth year. We had a total of 2875 requests for elementary teachers while we had only 60 new elementary teachers seeking positions. Each elementary teacher seeking a position had 46 vacancies available.

The shortage of secondary teachers reached the acute stage this year. Serious shortages appeared in several high school teaching fields and it can be expected that the situation will get worse during at least the next five years. Average salaries for beginners jumped from \$3125.00 in 1953 to \$3500.00 during the present year. This sharp increase in beginning salaries can probably be credited to the recognition by employing school officials that a shortage of secondary teachers actually exists.

This year 71 percent of our graduates are teaching. This is a decided increase from the 65 percent of 1953. The actual record of last year's class is given below:

TEACHERS COLLEGE BOARD

| | |
|-------------------------------|-----|
| Teaching | 71% |
| In graduate school | 7% |
| Military service | 12% |
| Married | 5½% |
| Other types of work | 3½% |

A study of the five divisions of the class of 1954 given above will indicate that we have just about reached the saturation point in providing teachers for the schools of Illinois when 71 percent enter teaching. About the only division where additional teachers might be secured is "other type of work," but that now takes only 3 1/2 percent of our graduates.

Since it seems almost impossible to increase the percentage of our graduates who enter teaching, we must look to other sources for our teacher supply. The most practical solution seems to be a great increase in enrollment since we cannot expect any significant increase in the percentage of our graduates entering teaching.

7. Student Union Fees

Beginning with the 1955-1956 school year (September 1955) all students are to be assessed a Student Union Fee as an addition to the present Activity Fee now being paid. The Student Union Fee is to be:

For each semester \$11.00

Full-time students

Part-time students - six

semester hours or less None

For each summer session

For eight-weeks session

Four or more semester hours \$ 5.00

Less than four semester hours None

For three-weeks session

One or more semester hours \$ 1.50

The above pattern is consistent with our present plan for the payment of Activity Fees.

II. FACULTY

1. Changes in Assignment

- a. The appointment of Dr. Francis B. Belshe as Acting Head of the Department of Education and Psychology for the second semester during the leave of Dr. C. A. DeYoung, granted April 19, 1954. There will be no change in salary but the customary adjustment in teaching assignment will be made.
- b. The appointment of Miss Bette J. Soldwedel as Acting Director of Fell Hall for the second semester during the leave of Miss Isabelle Terrill, granted June 14 and October 18, 1954.

PROCEEDINGS

- c. The continuation of the appointment of Dr. Earl A. Reitan as Instructor in Social Science replacing Dr. Lucy Lucile Tasher at a salary of \$480.00 per month, for the four and one-half months of the second semester, effective January 31, 1955.
- d. The use of Miss Isabelle Terrill as a part-time consultant for our residence halls at \$50.00 per month plus housing on weekends when she is in Normal.

2. Extension of Leave of Absence

- a. Dr. Lucy Lucile Tasher, Associate Professor of Social Science, for the second semester of the 1954-1955 school year, due to continued disability as the result of a broken hip.

3. Faculty Assistant

- a. The appointment of Mr. George A. Pownall to replace Mr. Ivan R. Calhoun at a salary of \$100.00 per month for the second semester for four and one-half months, a total of \$450.00, effective January 31, 1955.

4. Substitute Teacher

- a. The addition of Mrs. Goldie Rupp to the list of approved substitute teachers.

5. New Appointments (Replacements)

- a. Miss Esther A. Engle, as Instructor in Biological Science, to replace Miss Charlotte E. Wilcox who is ill, and has a leave of absence for the second semester. Miss Engle has the M. A. degree from Columbia University. The appointment is effective as of January 6, 1955 at a salary rate of \$500.00 per month. A total of \$416.67 is to be paid for January and \$2250.00 for the four and one-half months of the second semester.
- b. Miss Beverly Golden, as a Faculty Assistant in the Psychological Clinic, to replace, in part, Miss Ruth M. Lundvall who has been granted a leave of absence for the second semester. Miss Golden has her B.S. degree from Roosevelt University and all but dissertation completed for her Ph. D. at the University of Illinois. This appointment is effective March 1, 1955 on half-time basis, at a salary rate of \$150.00 per month for three and one-half months, a total of \$525.00.

III. OTHER EMPLOYEES

1. Resignations

- a. Mrs. Rena Campbell, Clerk Stenographer II in the Men's Physical Education Department, effective October 4, 1954, for health reasons.
- b. Mrs. Grace A. Henninger, Janitress, effective October 16, 1954, for health reasons.

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- c. Mrs. Shirley Burnette, Clerk II in the Business Office, effective November 5, 1954, in order to accept another position.
- d. Mr. Roger Hudson, Equipment Attendant in the Men's Physical Education Department, effective October 30, 1954, in order to seek another type of work.
- e. Mr. William R. Anderson, Assistant Farmer, at the University Farm, effective December 3, 1954, in order to secure another position.
- f. Mrs. Ruth Sellers, Clerk Stenographer I in the Office of the Assistant Dean of Men, effective December 20, 1954, in order to seek other work.
- g. Mrs. Sarah Jane Jackson, Clerk Typist III in the Office of the Director of University Field Services, effective December 10, 1954, in order to seek other work.

2. Change in Classification

- a. Mrs. Doris Dohrmann from Clerk Stenographer I to Clerk Typist II, effective December 1, 1954.

3. New Appointments (Replacements)

- a. Mrs. Beulah J. Garver, as Janitress, effective October 19, 1954, at a salary rate of \$170.00 per month, to take the place of Mrs. Grace A. Henninger, resigned.
- b. Mrs. Helen D. Gregg, as Clerk Stenographer II in the Men's Physical Education Department, effective October 17, 1954, at a salary rate of \$180.00 per month, to take the place of Mrs. Rena Campbell, resigned.
- c. Mrs. Sarah Jane Jackson, as Clerk Typist III in the Office of the Director of University Field Services, effective October 12, 1954, at a salary rate of \$200.00 per month, to take the place of Miss Delores Schlotter, resigned.
- d. Mrs. Mayme Jo Krones, as Clerk Stenographer I in the Business Office, effective November 22, 1954, at a salary rate of \$190.00 per month, to take the place of Mrs. Shirley Burnette, resigned.
- e. Mr. John Farris, as Equipment Attendant, effective November 15, 1954, at a salary rate of \$225.00 per month, to take the place of Mr. Roger Hudson, resigned.
- f. Mrs. Ruth Barford, as Health Service Nurse, effective November 19, 1954, at a salary rate of \$280.00 per month, on a temporary basis while other employees are ill.

4. Changes in Status and Salary

- a. Classified employees for a period not to exceed twelve months beginning July 1, 1954, payable from General Revenue Fund, for whom salaries were revised by Union negotiations, effective July 1, 1954.

PROCEEDINGS

| Position Number 1-CS | Name | Starting Date | Salary Month | 1953-1954 Year | Salary Month | 1954-1955 Year |
|----------------------------|---------------------|------------------|-----------------|------------------------------------|------------------|-------------------|
| <u>Janitor</u> | | | | | | |
| 89 | Dunn, Ollie | 8-1-31 | \$269.00 | \$3228.00 | \$280.00 | \$3360.00 |
| 102 | Frisch, Clarence A. | 9-11-51 | 225.00 | 2700.00 | 250.00 | 3000.00 |
| 93 | Gester, Fred | 8-1-54 | — | — | 225.00 | 2475.00 |
| 153 | Hill, Robert | 9-29-52 | 225.00 | 2700.00 | 250.00 | 3000.00 |
| 90 | Hunter, Eugene F. | 7-1-42 | 269.00 | 3228.00 | 280.00 | 3360.00 |
| 91 | King, Edgar | 7-1-42 | 269.00 | 3228.00 | 280.00 | 3360.00 |
| 92 | Mays, Richard | 2-1-44 | 269.00 | 3228.00 | 280.00 | 3360.00 |
| 105 | Meredith, Richard | 1-16-51 | 225.00 | 2700.00 | 250.00 | 3000.00 |
| 106 | Murray, Frank | 9-1-49 | 225.00 | 2700.00 | 250.00 | 3000.00 |
| 107 | Samuels, Carl | 7-2-51 | 225.00 | 2700.00 | 250.00 | 3000.00 |
| 109 | Seiler, George | 6-19-50 | 225.00 | 2700.00 | 250.00 | 3000.00 |
| 95 | Thompson, Emmett | 4-1-20 | 269.00 | 3228.00 | 280.00 | 3360.00 |
| <u>Janitress</u> | | | | | | |
| 98 | Bond, Kate | 8-1-50 | 190.00 | 2280.00 | 200.00 | 2400.00 |
| 111 | Dunn, Elmina A. | 9-17-51 | 190.00 | 2280.00 | 200.00 | 2400.00 |
| 155 | Giles, Zennia | 11-15-51 | 190.00 | 2280.00 | 200.00 | 2400.00 |
| 174 | Halsey, Cleo | 11-1-53 | 150.00 | 1200.00 To 10-31-54 Fr. 11-1-54 | 170.00 200.00 | 2280.00 |
| 104 | Henninger, Grace | 4-19-54 | 150.00 | 350.00 Resigned | 170.00 | 643.28 |
| 110 | Shipley, Alma | 11-15-50 | 190.00 | 2280.00 | 200.00 | 2400.00 |
| <u>Groundsman</u> | | | | | | |
| 119 | Collins, Thomas J. | 5-16-49 | 245.00 | 2940.00 | 250.00 | 3000.00 |
| 124 | Coon, Carl E. | 7-19-42 | 268.00 | 3216.00 | 273.00 | 3276.00 |
| 121 | Erbe, John H. | 11-1-42 | 245.00 | 2940.00 | 250.00 | 3000.00 |
| 122 | Mallory, George | 9-1-42 | 245.00 | 2940.00 | 250.00 | 3000.00 |
| 123 | Mattingly, Robert | 10-1-44 | 245.00 | 2940.00 | 250.00 | 3000.00 |
| 125 | Monical, William | 11-19-40 | 268.00 | 3216.00 | 273.00 | 3276.00 |
| 120 | Search, George M. | 5-16-49 | 245.00 | 2940.00 | 250.00 | 3000.00 |
| <u>Grounds Gardener</u> | | | | | | |
| 126 | Schmalz, Otto | 11-19-32 | 278.00 | 3336.00 | 285.00 | 3420.00 |
| <u>Watchman</u> | | | | | | |
| 113 | Janick, Frank | 7-11-44 | 248.00 | 2976.00 | 260.00 | 3120.00 |
| 114 | Nice, Roscoe | 8-1-35 | 248.00 | 2976.00 | 260.00 | 3120.00 |
| 115 | Schroeder, August | 9-20-46 | 248.00 | 2976.00 | 260.00 | 3120.00 |
| <u>Laundry Worker</u> | | | | | | |
| 142 | Bean, Alma E. | 8-19-47 | 224.00 | 2688.00 | 230.00 | 2760.00 |
| 143 | Campbell, Lyda A. | 7-1-45 | 224.00 | 2688.00 | 230.00 | 2760.00 |
| <u>Laundry Foreman</u> | | | | | | |
| 141 | Winstead, Eugene | 6-2-47 | 247.00 | 2964.00 | 255.00 | 3060.00 |
| <u>Driver</u> | | | | | | |
| 127 | Fitzgerald, Russell | 1-1-50 | 300.00 | 3600.00 To 9-22-54 | 310.00 | 830.00 |
| 128 | Robertson, Byrl | 6-16-53 | 300.00 | 3025.00 | 310.00 | 3720.00 |
| <u>Assistant Farmer</u> | | | | | | |
| 146 | Anderson, William | 11-15-49 | 240.00 | 2880.00 Resigned | 245.00 | 1450.00 |
| 23 | Cole, Russell M. | 11-10-48 | 260.00 | 3120.00 | 265.00 | 3180.00 |
| 148 | Graves, Paul | 9-1-42 | 282.00 | 3384.00 | 287.00 | 3444.00 |
| 147 | Monical, John | 4-1-50 | 240.00 | 2880.00 | 245.00 | 2940.00 |
| 145 | Stiles, Fred I. | 1-2-51 | 240.00 | 2880.00 | 245.00 | 2940.00 |
| 133 | Stiles, Harold | 11-2-53 | 200.00 | 1600.00 To 10-31-54 Fr. 11-1-54 | 210.00 245.00 | 2800.00 |
| 154 | Webster, Harold S. | 9-4-43 | 282.00 | 3384.00 | 287.00 | 3444.00 |

TEACHERS COLLEGE BOARD

| Position Number | Name | Starting Date | Salary Month | 1953-1954 Year | Salary Month | 1954-1955 Year |
|------------------------------------|---------------------|------------------|-----------------|--------------------|-----------------|-------------------|
| 1-CS | Name | Date | Month | Year | Month | Year |
| <u>Maintenance Worker</u> | | | | | | |
| 135 | Johnson, James M. | 7-6-43 | 272.00 | 3264.00 | 282.00 | 3384.00 |
| 137 | Kistner, Stanley A. | 12-30-52 | 250.00 | 3000.00 | 260.00 | 3120.00 |
| 136 | Kraatz, John A. | 9-10-53 | 225.00 | 2138.00 To 9-9-54 | 225.00 | |
| | | | | Fr. 9-10-54 | 260.00 | 3040.00 |
| <u>Equipment Attendant</u> | | | | | | |
| 140 | Hudson, Roger R. | 10-1-53 | 200.00 | 1800.00 To 9-30-54 | 225.00 | |
| | | | | Fr. 10-1-54 | 235.00 | |
| | | | | Resigned | | 910.00 |
| <u>Men's Locker Room Attendant</u> | | | | | | |
| 73 | Bonds, Floyd J. | 7-13-53 | 200.00 | 2300.00 To 7-15-54 | 200.00 | |
| | | | | Fr. 7-16-54 | 240.00 | 2860.00 |

- b. Classified employees for a period not to exceed twelve months beginning July 1, 1954, payable from Auxiliary Enterprises and Bond Revenue Funds, for whom salaries were revised by Union negotiations effective July 1, 1954.

| Position Number | Name | Starting Date | Salary Month | 1953-1954 Year | Salary Month | 1954-1955 Year |
|----------------------|---------------------|------------------|-----------------|---------------------|-----------------|-------------------|
| 1-CS | Name | Date | Month | Year | Month | Year |
| <u>Janitor</u> | | | | | | |
| 100 | Brauaw, Carl | 6-23-47 | 230.00 | 2760.00 | 250.00 | 3000.00 |
| 103 | Huber, Charles W. | 9-11-51 | 225.00 | 2700.00 | 250.00 | 3000.00 |
| 112 | Hunter, Eugene A. | 4-1-53 | 225.00 | 2700.00 | 250.00 | 3000.00 |
| 96 | Long, Rusaw, Jr. | 11-1-53 | 200.00 | 1600.00 To 10-31-54 | 225.00 | |
| | | | | Fr. 11-1-54 | 250.00 | 2900.00 |
| 24 | Mallory, Louis | 4-24-52 | 225.00 | 2700.00 | 250.00 | 3000.00 |
| 93 | Miller, Henry | 9-1-25 | 269.00 | 3228.00 Retired | 280.00 | 610.75 |
| <u>Janitress</u> | | | | | | |
| 101 | Ferguson, Jessie V. | 3-8-50 | 190.00 | 2280.00 | 200.00 | 2400.00 |
| 108 | Schroeder, Fannie | 9-1-48 | 190.00 | 2280.00 | 200.00 | 2400.00 |
| 99 | Shepherd, Evelyn | 8-16-54 | — | — | 170.00 | 1785.00 |
| <u>Cook</u> | | | | | | |
| 58 | Berry, Laura E. | 2-25-52 | *170.00 | 2040.00 To 9-7-54 | *180.00 | |
| | | | | Fr. 9-8-54 | *185.00 | 2210.00 |
| 160 | Foreman, Lou V. | 2-26-52 | *180.00 | 2160.00 | *190.00 | 2280.00 |
| 68 | Gee, Dorothy A. | 9-25-51 | *220.00 | 2640.00 | *225.00 | 2700.00 |
| 61 | Hale, Zola | 7-16-45 | *220.00 | 2640.00 | *225.00 | 2700.00 |
| 62 | Hull, Edna | 7-1-45 | *220.00 | 2640.00 | *225.00 | 2700.00 |
| 157 | Kumler, Susie M. | 2-25-52 | *190.00 | 2280.00 | *200.00 | 2400.00 |
| 66 | Miller, Nora B. | 4-8-48 | *205.00 | 2460.00 | *215.00 | 2580.00 |
| 67 | Solomon, Imelda F. | 9-11-51 | *190.00 | 2280.00 | *200.00 | 2400.00 |
| 69 | Stricker, Edith M. | 9-20-51 | *190.00 | 2280.00 | *200.00 | 2400.00 |
| 70 | Winsett, Lena | 3-20-50 | *195.00 | 2340.00 | *205.00 | 2460.00 |
| <u>Cook's Helper</u> | | | | | | |
| 65 | Brennan, Fleeta C. | 5-18-48 | *212.00 | 2544.00 | *220.00 | 2640.00 |
| 159 | Coon, Sarah E. | 9-29-53 | *160.00 | 1440.00 | *175.00 | 2100.00 |
| 166 | Kennedy, Nellie | 10-23-52 | *170.00 | 2040.00 | *185.00 | 2220.00 |
| 63 | Roy, Emma | 10-16-52 | *170.00 | 2040.00 | *185.00 | 2220.00 |

PROCEEDINGS

| Position Number 1-CS | Name | Starting Date | Salary Month | 1953-1954 Year | Salary Month | 1954-1955 Year |
|-----------------------------|-------------------|------------------|-----------------|-------------------|-----------------|-------------------|
| <u>Baker</u> | | | | | | |
| 60 | Canute, Carrie | 7-1-45 | *235.00 | 2820.00 | *245.00 | 2940.00 |
| <u>Cashier, Dining Room</u> | | | | | | |
| 71 | Draper, Sudie | 1-15-51 | *188.00 | 2256.00 | *200.00 | 2400.00 |
| <u>Storekeeper</u> | | | | | | |
| 59 | Winker, G.A. | 8-2-48 | *270.00 | 3240.00 | *280.00 | 3360.00 |
| <u>Maintenance Worker</u> | | | | | | |
| 138 | West, Lincoln | 2-1-45 | 250.00 | 3000.00 | 260.00 | 3120.00 |
| 139 | White, William G. | 9-19-42 | 272.00 | 3264.00 | 282.00 | 3384.00 |

* Plus maintenance valued at \$30.00 per month.

5. Salary Adjustments

The following salary adjustments are requested to be effective December 1, 1954, except for increases indicated at the end of probationary period.

| Present Number **(I-CS) | Name | Office | Present 1954-1955 | Adjusted 1954-1955 Rate Monthly | Yearly |
|--|-------------------|----------------|----------------------|------------------------------------|-----------|
| <u>Supervising Accountant</u> | | | | | |
| 36 | Sealock, John H. | Business | \$5100.00 | \$460.00 | \$5445.00 |
| <u>Assistant to Business Manager</u> | | | | | |
| 164 | Bakas, Peter R. | Business | 5100.00 | 440.00 | 5205.00 |
| <u>Bookkeeping Machine Operator I</u> | | | | | |
| 42 | Schrock, Marjorie | Business | 2340.00 | 205.00 | 2410.00 |
| <u>Clerk-Stenographer II</u> | | | | | |
| 41 | Wrice, Joanne | Business | 2820.00 | 245.00 | 2890.00 |
| <u>Clerk II</u> | | | | | |
| *43 | Fiorini, Louis | Mailing Room | 2640.00 | 250.00 | 2850.00 |
| <u>Superintendent of Buildings and Grounds</u> | | | | | |
| 84 | Lawson, W.P. | Physical Plant | 6156.00 | 525.00 | 6240.00 |
| <u>Superintendent of Buildings</u> | | | | | |
| 87 | Butler, John H. | Physical Plant | 4164.00 | 350.00 | 4185.00 |

* Subject to reclassification

** The designation I-CS is used for Civil Service positions with the "I" designating — Illinois State Normal University, and "CS" meaning Civil Service. This designation ordinarily precedes all numbers for employees when referred to separately.

IV. THE ORGANIZATION

1. The Calendar

The calendars presented here have been approved by the University Council and the faculty. Approval through the summer

TEACHERS COLLEGE BOARD

of 1956 is requested in order to secure a better schedule of calendar approval in the future. The University Council and the faculty expect to approve Centennial Year calendars soon. When such agreements have been reached Board approval will be sought.

a. Calendar for 1955 Summer Session

Regular Session

Monday, June 13 – Friday, July 1 – Springfield Conservation Clinic
 Tuesday, June 14 – Wednesday, June 15 – Coaching Clinic
 Monday, June 20 – Registration
 Monday, June 20 – Friday, June 24 – Handwriting Clinic
 Monday, June 20 – Friday, June 24 – Mathematics Clinic
 Monday, June 27 – Friday, July 1 – Handwriting Clinic
 Monday, June 27 – Friday, July 1 – Cheerleading School
 Tuesday, June 28 – Thursday, June 30 – Social Science Conference
 Monday, July 4 – Independence Day Holiday
 Monday, July 11 – Friday, July 15 – Public Relations Clinic
 Monday, July 11 – Friday, July 14 – Basic Reading Clinic
 Tuesday, July 12 – Thursday, July 14 – Educational Conference and Exhibit
 Monday, July 18 – Friday, July 22 – Basic Reading Clinic
 Monday, July 25 – Friday, July 29 – Advanced Reading Clinic
 Thursday, July 28 – Friday, July 29 – Special Education Conference
 Monday, August 1 – Friday, August 5 – Secondary Reading Clinic
 Monday, August 1 – Friday, August 19 – Field Survey of Illinois
 Tuesday, August 2 – Last date for filing master's theses by candidates degrees on August 12.
 Sunday, August 7 – Saturday, August 13 – Paul Christiansen Choral School
 Monday, August 8 – Friday, August 12 – P.T.A. Clinic
 Thursday, August 11 – Friday, August 12 – Final Examinations
 Friday, August 12 – Eight weeks session closes. Commencement, 3:00 p.m.

Post Session

Saturday, August 13 – Saturday, August 27 – Camp Experience with Handicapped Children
 Monday, August 15 – Registration for post session. Courses one, two, or three weeks in length to be offered.
 Monday, August 15 – Friday, August 19 – International Education Clinic
 Friday, September 2 – Post session closes

| A \$5.00 monthly increase at completion of probationary period for the following: | | Adjusted rate at end of probationary period: |
|---|--------------------------|--|
| <u>Clerk-Stenographer I</u> | | March 16, 1955 |
| 28 Johnson, Josephine | Special Education | \$175.00 |
| 18 Dohrman, Doris | High School | February 16, 1955 175.00 |
| <u>Clerk-Stenographer II</u> | | April 18, 1955 |
| 32 Gregg, Helen | Men's Physical Education | 185.00 |
| <u>Clerk-Typist I</u> | | February 2, 1955 |
| 30 Davis, Rachel | Music | 185.00 |
| 29 Myers, Mary | Special Education | April 1, 1955 175.00 |
| 150 Gusloff, Marilyn | Registrar | January 26, 1955 175.00 |
| <u>Clerk-Typist II</u> | | April 1, 1955 |
| 45 Broughton, Doris | Business | 180.00 |
| <u>Duplicating Machine Operator I</u> | | March 1, 1955 |
| 48 Cushing, Carolyn | Duplicating | 185.00 |

PROCEEDINGS

A \$5.00 monthly increase at completion of probationary period for the following:

Adjusted rate at end of probationary period:

| | | |
|--------------------------|----------|-------------------|
| <u>Library Clerk II</u> | | December 21, 1954 |
| 52 Butts, Georgia | Library | 180.00 |
| <u>Assistant Cashier</u> | | February 20, 1955 |
| 178 Hollatz, Kathryn | Business | 180.00 |

Respectfully submitted,

ARTHUR H. LARSEN

b. Calendar for 1955-1956

First Semester 1955

Sunday, September 11 — Convocation for Parents and New Students, 4:00 p.m.
Monday, September 12 — Student teachers report, 9:00 a.m. — Freshmen report, 9:15 a.m. — Faculty meeting, 4:00 p.m.
Tuesday, September 13 — Registration for late afternoon, evening, and Saturday students, 7:30 p.m.
Wednesday, September 14 — Thursday, September 15 — Registration
Friday, September 16 — Classes begin
Monday, October 10 — Illinois Education Association Central Division meeting
Friday, October 21 — Saturday, October 22 — Annual Homecoming
Wednesday, November 23 — Thanksgiving Vacation begins, 12:00 noon
Monday, November 28 — Classes resume
Saturday, December 17 — Christmas Vacation begins after scheduled classes
Tuesday, January 3 — Classes resume
Monday, January 23 — Thursday, January 26 — Final Examinations
Friday, January 27 — First semester ends

Second Semester 1956

Monday, January 30 — Student teachers report, 9:00 a.m. Registration for late afternoon, evening, and Saturday students, 7:30 p.m.
Tuesday, January 31 — Wednesday, February 1 — Registration
Thursday, February 2 — Classes begin
Saturday, March 24 — Spring Vacation begins after scheduled classes
Tuesday, April 3 — Classes resume
Tuesday, May 29 — Last date for filing Master's theses by candidates for degrees on June 9
Wednesday, May 30 — Memorial Day Holiday
Monday, June 4 — Thursday, June 7 — Final examinations
Friday, June 8 — Second semester ends
Saturday, June 9 — Ninety-seventh Annual Commencement, 3:30 p.m.

c. Calendar for 1956 Summer Session

Monday, June 18 — Registration
Wednesday, July 4 — Independence Day Holiday
Tuesday, July 31 — Last day for filing Master's theses by candidates for degrees on August 10
Thursday, August 9 — Friday, August 10 — Final Examinations
Friday, August 10 — Eight weeks session closes. Commencement, 3:00 p.m.
Monday, August 13 — Registration for post session. Courses one, two, or three weeks in length may be offered.

TEACHERS COLLEGE BOARD

V. THE CURRICULUM

Approval of the following graduate courses is requested upon the recommendation of the Graduate Council. This request was presented to the Graduate Committee of the Board on November 9, 1954. At the time these courses were approved by the Graduate Council four courses were withdrawn.

1. Department of Art

a. Philosophy of Art 372 - 2 semester hours

Educative values of art activity, its nature, its motivations in human experience, its effects on the social group and the individual child, adolescent and adult, in terms of emotional release, physiological, intellectual and social adjustment.

2. Department of Geography

a. Field Surveys in South America 311 - 3-8 semester hours (Summer only)

Reconnaissance type field investigation of numerous regional and political units of South America. Experience in performing micro-studies of various rural and urban units of occupancy as an approach to understanding the lands and peoples of South America.

b. The Middle East 321 - 3 semester hours

Survey of the lands and peoples of southern and southwestern Asia. Consideration of resource and population patterns of individual regional and political units.

c. The Far East 322 - 3 semester hours

Detailed development of the lands and peoples of eastern Asia with special emphasis on China, Japan, and the Philippine Islands. Role of the Far East in the economic and trade patterns of the world.

d. Western Europe 323 - 3 semester hours

Regional and economic development of the British Isles and continental Europe. Intensive investigations of resource, industrial, agricultural, and population patterns of Europe, Illustrated local units of occupancy.

3. Department of Health and Physical Education (Men and Women)

a. Teaching of Physical Education in the Elementary School 302 - 2 semester hours

Consideration of the underlying principles and purposes of physical education in the conduct of the elementary school program. Critical analysis of teaching materials and techniques for the classroom teacher.

PROCEEDINGS

b. Teaching of Sports Activities 305 - 2 semester hours

Teaching methods, officiating, organization, selection and care of equipment, and safety procedures for selected sports usually taught during the spring and summer months.

4. Department of Social Science

a. Problems and Fields in European History 324 - 2 semester hours

Field of study covered will vary every semester according to the interests and needs of students and the availability of instructors.

VI. BUILDINGS AND GROUNDS

On December 21, 1954, the architects on the residence hall under construction report that work is between 28 percent and 30 percent complete.

VII. AUXILIARY ENTERPRISES

No report.

VIII. STUDENT LIFE

1. Residence Hall Assignments

With the opening of a new residence hall for 410 women students in the fall of 1955, the University plans to make available to all freshman women the opportunity to live in a residence hall.

To assure similar facilities to all freshmen, Barton Hall and the hall now under construction will become essentially freshman residences for women, with only freshmen eligible to apply through July 15, 1955. After that time, should vacancies occur, upperclass and transfer students will be accommodated.

Fell Hall, which has been a freshman hall since its erection in 1918, will become a hall for sophomore students. Applications will be accepted from 1955 sophomores until June 1, 1955.

The three women's halls will continue the traditional Honor Resident program, meaning that approximately 90 upperclass women will be accommodated in this capacity.

Any other upperclass women, however, who wish to apply now for the residence hall space, in the event vacancies occur, may make applications through the office of Women's Residence Halls located in Fell Hall.

IX. MISCELLANEOUS

1. Transfer of Funds from Contingency to Personal Services for Faculty Salaries

On June 14, 1954 the Board approved the employment of four faculty members to be paid from Contingency funds. Three

TEACHERS COLLEGE BOARD

of those persons have been appointed (June 14 and September 20, 1954) and it is requested that \$12,960.00 be authorized for transfer from the Contingency fund to Personal Services for this purpose.

2. Transfer of Funds from Contingency to Personal Services for Student Per Hour Payment

Unprecedented requests by faculty and non-academic supervisors for student help to do necessary work have caused a serious shortage of funds available for payment for these services. It is requested that \$13,160.00 be authorized for transfer from the Contingency fund to Personal Services to provide for a significant portion of this demand.

A total of 14,679 hours of student help per month was requested by faculty and non-academic supervisors at the opening of the 1954-1955 school year. Assignments were made for 12,156 hours per month. This means that during the present semester the budget for student payrolls has been overspent.

The work done by students under these payrolls is all essential work for which the University does not have adequate staff. Among the jobs included are secretarial work, switchboard operation, library assistance, clerical help, maintenance, storeroom and equipment room attendants, print shop, and many others which can be detailed if desired.

The Deans of Men and Women, who are responsible for student employment, have tried in all instances to meet real needs on the campus. They have, through conferences, been able to make reductions in requests, but on the other hand, have also been forced to meet increased demands caused by increased enrollments which have called for more work in some areas. To meet all needs expressed for the current year would require \$23,618.25. It has been agreed that by the transfer of \$13,160.00 the most pressing needs can be met.

3. Progress of Student Union Forward Movement

a. Report of the Campaign by Divisions, to December 6, 1954

| Division | Goal | Raised | Percent of Goal | Names on List | Givers | Refused | No Report |
|----------------------|----------|----------|--------------------|------------------|--------|----------------------------------|--------------|
| Special Gifts* | \$48,650 | \$39,552 | 81 | 2,041 | 469 | 440 | 1,065** |
| Faculty and Staff | 35,100 | 39,638 | 112 | 455 | 359 | 92 | 4 |
| Campus Organizations | 10,500 | 20,055 | 190 | 64 | 60 | 4 | 0 |
| Alumni | 55,750 | 4,697 | 8 | 11,500 | 63 | (This campaign has just started) | |
| Totals | 150,000 | 103,912 | 69 | | | | |

*The Special Gifts Division included everybody in Bloomington-Normal with the exception of the faculty and staff and the campus organizations. We started with a total of 769 non-alumni firms on our list. Of this group 267 made contributions with the average gift being \$127.32. We had 205 business firms refuse, and we have 361 business firms to still be contacted.

**In this group of persons and firms with no report will be found 361 businesses and 704 alumni. We plan to contact these 361 business firms in a clean-up campaign in the month of January and the alumni will be solicited by mail.

PROCEEDINGS

b. Breakdown of Giving in Bloomington-Normal Campaign to Date

| <u>Size of Gift</u> | <u>Number of Gifts</u> |
|---------------------|------------------------|
| 1,000 to 5,000 | 19 |
| 500 to 999 | 12 |
| 300 to 499 | 41 |
| 200 to 299 | 31 |
| 100 to 199 | 220 |
| 25 to 99 | 285 |
| Under 25 | 280 |
| Total Gifts | 888 |

The average of the 20 largest gifts is \$1,434.

The average of the 100 largest gifts is \$540.31. The 100 largest gifts make up 52.9 percent of the total raised to date in Bloomington-Normal.

c. Cash on Hand (December 23, 1954)

| | |
|----------------------------|-------------|
| From Student Activity Fees | \$31,995.50 |
| Payment of Pledges | 38,761.73 |
| Campaign expenses | 3,564.77 |
| Total Cash on Hand | 67,192.46 |

4. Fall Alumni Meetings

There are now thirty active alumni clubs of Illinois State Normal University. Twenty-eight of these are in the State of Illinois. Thirteen of these clubs have held meetings since September 1954. In addition the club at Cleveland, Ohio, also has held its meeting. There were informal alumni group meetings at state conventions of Health and Physical Education and Home Economics associations. A group also met at the time of the Illinois Education Association Central Division meeting.

The following clubs held meetings on the dates listed, with a total of 371 alumni in attendance.

| <u>County</u> | <u>Number of Alumni Attending</u> | <u>Number if ISNU Personnel Attending</u> |
|---------------------------------|---------------------------------------|---|
| DeWitt, Clinton | 18 | 19 |
| Ford, Piper City | 22 | 13 |
| Grundy, Morris | 42 | 10 |
| La Salle, Streator | 25 | 18 |
| Lee-Whiteside, Sterling | 22 | 6 |
| McLean, Normal | 42 | 0 |
| Macoupin-Montgomery, Litchfield | 14 | 10 |
| Mason-Menard, Petersburg | 17 | 10 |
| Peoria, Peoria | 26 | 13 |
| Piatt, Monticello | 24 | 13 |
| Vermilion, Danville | 11 | 12 |
| Will, Joliet | 34 | 15 |
| Winnebago-Boone, Rockford | 42 | 18 |
| Cleveland, Ohio | 32 | 0 |
| | <u>371</u> | <u>157</u> |

TEACHERS COLLEGE BOARD

X. SUMMARY

Consideration and favorable action by the Teachers College Board is requested and will be appreciated on the following recommendations:

1. The increase in the Student Activity Fee to provide for the Student Union Fee.
2. Changes in the assignments of Dr. Francis B. Belshe, Miss Bette J. Soldwedel, and Miss Isabelle Terrill.
3. Continuation of the appointment of Dr. Earl A. Reitan.
4. Extension of the leave of absence for Dr. Lucy Lucile Tasher.
5. The appointment of Mr. George A. Pownall as a faculty assistant.
6. The addition of Mrs. Goldie Rupp to the list of approved substitute teachers.
7. The resignation of non-academic personnel.
8. The change in the classification of Mrs. Doris Dohrmann.
9. Appointment (replacements) of non-academic personnel.
10. Changes in status and salary for classified employees payable from General Revenue Fund for whom salaries were revised by Union negotiations.
11. Changes in status and salary for classified employees payable from Auxiliary Enterprises and Bond Revenue Funds for whom salaries were revised by Union negotiations.
12. Calendars for the 1955 and 1956 summer sessions, and for the 1955-1956 school year.
13. Approval of Graduate Courses.
14. Approval of transfer of funds from Contingency to Personal Services for faculty salaries.
15. Approval of transfer of funds from Contingency to Personal Services for student per hour payments.

Respectfully submitted,

ARTHUR H. LARSEN

REPORT OF THE WESTERN ILLINOIS STATE COLLEGE January 17, 1955

The following report is submitted for the Western Illinois State College:

PROCEEDINGS

I. STUDENTS

A. Enrollment, Winter Quarter, 1954-55

| | Men & Boys | Women & Girls | Total | Total One Year Ago |
|-----------------------------------|------------------|---------------------|-------------|--------------------------|
| 1. College | | | | |
| Regular Students | | | | |
| Graduates | 22 | 8 | 30 | 24 |
| Seniors | 122 | 77 | 199 | 184 |
| Juniors | 154 | 122 | 276 | 205 |
| Sophomores | 297 | 155 | 452 | 344 |
| Freshmen | 449 | 249 | 698 | 564 |
| | <u>1044</u> | <u>611</u> | <u>1655</u> | <u>1321</u> |
| Saturday and Evening Classes | | | | |
| Graduates | 59 | 62 | 121 | 120 |
| Undergraduates | <u>7</u> | <u>93</u> | <u>100</u> | <u>61</u> |
| | 66 | 155 | 221 | 181 |
| Sub-total | 1110 | 766 | 1876 | 1502 |
| 2. Extension, First Term, 1954-55 | | | | |
| Itemized in October 1954 Report | 36 | 430 | 466 | 488 |
| 3. Secondary Schools | | | | |
| Western High School | 80 | 88 | 168 | 132 |
| Macomb Sr. High School | 212 | 220 | 432 | 385 |
| Bardolph High School | 20 | 29 | 49 | 52 |
| Kewanee High School | 351 | 342 | 693 | 675 |
| Galesburg High School | 565 | 577 | 1142 | 1105 |
| Barry High School | 73 | 69 | 142 | 126 |
| Jacksonville High | 500 | 451 | 951 | 909 |
| Hamilton High School | 0 | 0 | 0 | 186 |
| Bushnell-Prairie City | <u>153</u> | <u>137</u> | <u>290</u> | <u>0</u> |
| Sub-total | 1954 | 1913 | 3867 | 3384 |
| 4. Elementary Schools | | | | |
| Western Lab. School | 163 | 197 | 360 | 326 |
| MacArthur, Grades 5-6 | 32 | 24 | 56 | 62 |
| Bardolph | 71 | 64 | 135 | 137 |
| Adair | <u>49</u> | <u>45</u> | <u>94</u> | <u>80</u> |
| Sub-total | 315 | 330 | 645 | 605 |
| Grand Total | 3415 | 3439 | 6854 | 5979 |

The tentative enrollment of veterans, (included above) is as follows:

| | |
|-----------------------|-----------|
| Public Law 550 | 265 |
| Public Law 346 | 2 |
| Public Law 16 | 3 |
| Public Law 849 | 1 |
| Military Scholarships | <u>12</u> |
| | 283 |

Contrary to the usual situation in regard to enrollment, our total on-campus enrollment for the winter quarter is 1,876 as compared to 1,875 for the fall quarter. (Normally there is a decrease of 100 or more students in the winter quarter as compared with the fall quarter.)

TEACHERS COLLEGE BOARD

B. Summary of Class Sizes, Fall Quarter 1954

| <u>Enrollment</u> | <u>Graduate</u> | <u>Undergraduate</u> |
|-------------------|-----------------|----------------------|
| 1-4 | 1 | 10 |
| 5-9 | 1 | 27 |
| 10-14 | 2 | 26 |
| 15-24 | 4 | 61 |
| 25-50 | 1 | 138 |
| 50-74 | 1 | 28 |
| 75-110 | | 7 |

Average class enrollment: 30.

C. Large Classes, Fall Quarter 1954

We had expected an over-all enrollment of 1,500 students on campus, or 1,600 including Saturday and evening classes, and provided faculty accordingly. Instead we had an over-all campus enrollment of 1,875 in the fall quarter which included 1,653 full-time students; the remainder were in Saturday and evening classes. This situation provided us with a shortage of teachers. We met the needs much in the same manner as we did last year in taking care of the overload.

1. All biology classes had from five to six students in excess of the capacity enrollment according to laboratory equipment available.
2. Twenty-five per cent of the business education classes were too large for the number of machines available.
3. The chemistry department had three classes with enrollments exceeding the capacity of the laboratory which is equipped to accommodate 42 students.
4. Four of the education classes had 64 students or over.
5. English composition classes had an average of eight to ten more students than is desirable.
6. Industrial arts classes were too large, 25% of them having 10 to 15 more students than we have equipment available.
7. Seven of the social science classes had 52 students or over, one having 97 enrolled.
8. The four health and hygiene classes had an average of 60 students in each.
9. We had seven classes with enrollments exceeding 75; they had 79, 90, 95, 96, 97, 97 and 110 students respectively.

The 1955-57 budget for Western will reflect our needs for additional faculty in view of the large enrollment and the fact that we expect it to remain high during the next biennium.

D. Teachers College Scholarship List

1. I certify to the Teachers College Board that the 635 persons with the addresses indicated in each case, a list of whom was

PROCEEDINGS

sent to the Secretary together with the voucher dated November 1, 1954, to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the fall quarter 1954, under the provisions of Section 30-1 of "The School Code".

E. Military Scholarship List

1. I certify to the Teachers College Board that the 13 persons with the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher dated December 16, 1954, to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the fall quarter 1954, under the provisions of Section 30-5 of "The School Code".

II. FACULTY

A. Leave of Absence

1. Mrs. Clara Harley, instructor in the library, has requested leave of absence without salary for the spring quarter 1955.

B. Replacement

1. Mr. John Abram will be employed as faculty assistant in the library during the spring quarter 1955. He will replace Mrs. Clara Harley in the periodicals library. His salary will be \$150 per month. Mr. Abram will be taking two graduate courses, one on Saturday and one evening course.

C. Addition to Substitute List

1. Charity Eva Runden - A.B., A.M., Ball State Teachers College; Ph.D., Indiana University; M.S.P.H., University of North Carolina.

III. OTHER SCHOOL EMPLOYEES

A. Resignation

1. Mrs. Joan S. Hoburg, resigned as assistant cashier effective October 31, 1954.

B. Replacements

1. Mrs. Mary E. Phelps, who has been on leave of absence since January 1, 1954, returned to duty as assistant cashier in the business office on November 1, 1954. Her salary is \$215 per month.
2. Mr. Roy Lee Leftridge was employed as janitor effective December 10, 1954 at \$225 per month. He replaces George Nunn, resigned.

C. New Positions

1. Mrs. Joan S. Hoburg was employed effective November 1, 1954, as accounting assistant in the business office at a

TEACHERS COLLEGE BOARD

salary of \$250 per month. She will be paid from bond revenue.

2. Mr. Dale Pauley was employed effective December 1, 1954 as assistant residence hall director at a salary of \$200 per month. He is in charge of Seal Hall, one wing of which was opened to students at the beginning of the winter quarter. This is a temporary appointment for the remainder of the current academic year.
3. Mrs. Lenore B. Wear was employed effective December 1, 1954 as a maid in Seal Hall at a salary of \$180 per month. She will be paid from bond revenue.

IV. ORGANIZATION

No report.

V. CURRICULUM

Curriculum changes based upon conferences with administrators in the western part of the state and the state as a whole, and with the Office of Public Instruction, have resulted in the following:

- A. The home economics department has revised their requirements and electives to conform with the state and national requirements in Smith-Hughes home economics.
- B. The biology department has changed its offerings to meet the needs of the people who desire a more general course for teaching in the public schools than the detailed, specific course which had been offered to all students.
- C. The educational field study courses have been changed and improved, based upon the experiences of the students and leaders in this field of activity.

VI. BUILDINGS AND GROUNDS

A. Rehabilitation Projects, 68th Biennium

We are requesting permission to obtain three bids to rehabilitate three rooms in the Administration Building directly west of the college library. For seven years, up until December 1, 1954, these rooms were used to house 18 men students. With the opening of one wing of the men's dormitory on November 29, these students were moved out of this temporary housing area.

We wish to use this area for a graduate study library and reading room as well as additional stack room for the library. We have preliminary drawings, specifications, and an estimate of the work for rehabilitating these three rooms.

The estimate is \$11,000 which includes new floors, removal of all plumbing fixtures and shower room, cutting new doors in order to provide entrance into each of the two new rooms that will be made out of the present three rooms, light fixtures, soundproofing, and ventilation.

PROCEEDINGS

The money for this project, if approved by the Board, will come from funds appropriated in Senate Bill #617, 68th General Assembly, for rehabilitation projects. To date Western has been allotted \$24,631.14 from these funds.

B. Swimming Pool Repairs

Western's swimming pool, which was originally a WPA project and has been in use for twenty-four years, is in need of replacement of the filter tanks and the addition of one new tank in order to meet the new health standards for swimming pools. We wish to submit three bids on the following work:

The present three sand filters to be removed and replaced with four 72" x 4' straight side filters together with all necessary manifolds - valves and header.

Present circulating pump to be removed and replaced with a new 3" x 4" bronze fitted centrifugal pump designed for 420. G.P.M. at 50 foot head. Motor to be 10 horsepower, 3 phase, 60 cycle.

Rate of flow indicator to be Barton No. M181 or equal with 6" dial.

| | |
|---|-------------|
| Petersburg Plumbing & Heating Co., Petersburg | \$10,526.00 |
| Peoria Piping & Equipment Corp., Peoria | \$11,400.00 |
| S. E. McDaniel & Co., Inc., Decatur | \$11,849.00 |

It is recommended that the low bid of the Petersburg Plumbing and Heating Company be accepted.

The funds for this work will come from Contractual Services, part of which were available and part obtained by various department heads delaying some of their work which was scheduled to be completed between now and the end of the current biennium.

C. Air Conditioning of Library

We are submitting three bids for the air conditioning of the college library which are proposed in two ways: (1) air conditioning two rooms of the library; (2) air conditioning all three rooms of the library.

Slightly over \$14,000 of the money required for this project will come from Contractual Services, Income-Educational, which we had not originally scheduled for expenditure; however, under our revised setup of college expenditures for 1953-55, as suggested by the members of the Teachers College Board, we will use up the entire amount appropriated in Income-Educational for Contractual Services for the 68th biennium. The remainder will have to come from funds we had allotted for other projects during this biennium.

Specifications for the work are as follows:

Base bid (includes first and second floor libraries):

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2FD75 seven and a half ton General Electric air conditioners in libraries.

2FD50 five ton General Electric air conditioners in libraries.

Alternate #1 - Add to above base bid for graduate study library one FD30 three ton General Electric air conditioner.

Alternate #2 - Add to above base bid for library office one FD30 three ton General Electric air conditioner.

Alternate #3 - Add to above base bid for business office one FD50 five ton General Electric air conditioner.

Alternate #4 - Add to above base bid for stack room basement one FD50 five ton General Electric air conditioner.

Proposal includes: 1 - P50 Goodfellow tower of fifty ton capacity
1 - PE500 Peerless five h.p. pump

The above equipment is to be completely installed including plumbing, electrical wiring, and sheet metal work.

The General Electric air conditioners, Goodfellow tower and Peerless Pump carry a one-year warranty. The refrigeration cycle for the air conditioner carries an additional four-year warranty.

Bids were received as follows:

Petersburg Plumbing and Heating Co., Petersburg

| | |
|---------------------------|-------------|
| Base bid | \$16,476.00 |
| Alternate No. 1 | 2,954.00 |
| Alternate No. 2 | 2,886.00 |
| Alternate No. 3 | 3,184.00 |
| Alternate No. 4 | 3,824.00 |

Sturm Tin Shop, Macomb

| | |
|---------------------------|-------------|
| Base Bid | \$17,036.00 |
| Alternate No. 1 | 2,964.00 |
| Alternate No. 2 | 2,964.00 |
| Alternate No. 3 | 3,481.00 |
| Alternate No. 4 | 3,828.00 |

L. & L. Sales Co., Inc., Springfield

| | |
|---------------------------|-------------|
| Base Bid | \$18,423.00 |
| Alternate No. 1 | 3,142.00 |
| Alternate No. 2 | 3,083.00 |
| Alternate No. 3 | 3,597.00 |
| Alternate No. 4 | 3,968.00 |

We recommend that Petersburg Plumbing and Heating Company's base bid of \$16,476 and alternate (#3) for air conditioning the business office of \$3,194 be accepted.

As soon as the Science Building is completed, the business office will occupy the room directly west of the present office (now used for geography classes) in addition to their present two rooms. It is proposed to air condition these three rooms in accordance with the above and then take the two 1 1/2 ton air conditioners now located in the business office and put them in the basement room of the

PROCEEDINGS

library which is a stack room. We believe these two 1 1/2 ton window units will provide sufficient air conditioning for that room.

The tower and pumps, which are in the base bid above, are large enough that, if in the future the Board would want to air condition the basement room, the graduate study library and the library office, it could be done without additional equipment of that type. We recommend that the library office, which is now being air conditioned by two window units, remain as it is. The foregoing suggestions have been discussed with the business office staff, the head librarian, and other individuals concerned in working in these two areas and is their suggestion for air conditioning same.

VIII. STUDENT LIFE

- A. Western's basketball team participated in two holiday invitational tournaments. In the eight-team N.A.I.A. tournament held in Kansas City, Missouri, they won the consolation division. The Quincy College tournament, also consisting of eight teams, was won by Western.
- B. A field study tour to New Orleans and vicinity was sponsored by Western during the Christmas vacation period.
- C. "The Wizard of Oz" has been chosen by the music department for their annual operetta production. It is scheduled to be given on February 10 and 11.
- D. Western's annual Guest Day for high school juniors and will be held Wednesday, March 16.

IX. MISCELLANEOUS

- A. College Calendar for 1955-1956:

| | |
|--|---|
| Fall Quarter opens | September 6, 1955 |
| Fall Quarter closes | November 25, 1955 |
| Winter Quarter opens | November 28, 1955 |
| Winter Quarter closes | March 2, 1956 |
| Spring Quarter opens | March 5, 1956 |
| Spring Quarter closes | May 31, 1956 |
| First Summer Term opens | June 4, 1956 |
| First Summer Term closes | July 13, 1956 |
| Second Summer Term opens | July 13, 1956 |
| Second Summer Term closes | August 17, 1956 |
| Fifty-fourth Annual Commencement | May 31, 1956 |
| Homecoming | October 27-30, 1955, incl. |
| Thanksgiving Recess | November 24-27, 1955, incl. |
| Christmas Holidays | December 17, 1955 to January 2, 1956, incl. |
| Spring Recess | April 14-22, 1956, incl. |

- B. Placement Report

Frequently individuals connected with the teachers colleges and more frequently people not connected with the teachers colleges are unaware of the number of graduates who go

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into teaching. Western's placement record for 1954, as reported by Dr. John C. Roberts, director of training and placement, shows that 75.2% of the people graduating were placed in teaching positions. This compares with 74.4% for 1953. Eight and one-tenth per cent (8.1) entered the armed services which makes a total of 83.3% who are teaching and are in military service. Six and seven-tenths per cent (6.7) are doing graduate work, 6% were married and did not go into teaching, and 4% entered other types of work.

X. SUMMARY

The approval of the Teachers College Board is requested for the following recommendations:

- A. The list of 635 Teachers College Scholarship students for the fall quarter 1954.
- B. The list of 13 Military Scholarship students for the fall quarter 1954.
- C. The leave of absence without salary for Mrs. Clara Harley for the spring quarter 1955.
- D. The employment of Mr. John Abram as faculty assistant in the library during the spring quarter 1955 at \$150 per month.
- E. The addition of Mrs. Charity Eva Runden to the list of substitute teachers.
- F. The resignation of Mrs. Joan S. Hoburg as assistant cashier effective October 31, 1954.
- G. The re-employment of Mrs. Mary E. Phelps as assistant cashier effective November 1, 1954 at \$215 per month.
- H. The employment of Mr. Roy Lee Leftridge as janitor effective December 10, 1954 at \$225 per month.
- I. The employment of Mrs. Joan S. Hoburg as temporary accounting assistant effective November 1, 1954 at \$250 per month.
- J. The employment of Mr. Dale Pauley as temporary assistant residence hall director effective December 1, 1954 at \$200 per month.
- K. The employment of Mrs. Leonore B. Wear as maid effective December 1, 1954 at \$180 per month.
- L. Permission to secure bids on the rehabilitation of three rooms in the Administration Building for a graduate study library and reading room and library stack room.
- M. Acceptance of the bid of Petersburg Plumbing and Heating Company for repairs to the swimming pool.
- N. Acceptance of the bid of Petersburg Plumbing and Heating Company for air conditioning of two floors of the college library and three rooms of the business office.

PROCEEDINGS

O. College calendar for 1955-1956.

Respectfully submitted,

F. A. BEU, President

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE

To be presented at the meeting of the
Teachers College Board at Springfield

January 17, 1955

To the Chairman and Members of the Teachers College Board,
Mrs. Madlener and Gentlemen: I have the honor to submit the following report:

I. STUDENTS

1.

| | <u>Scholarships</u> | | |
|--|---------------------|--------------|---------------------|
| | <u>Men</u> | <u>Women</u> | <u>Total</u> |
| Summer Session, 1954 (Teachers College scholarships, undergraduate) | 22 | 75 | 97 |
| Summer Session, 1954 — Military | 81 | 1 | 82 |
| First Semester, 1954-1955 | 222 | 642 | 864 (Teachers Coll) |
| (Military) ----- | 122 | — | 122 |

2. Explanatory Note on Size of Undergraduate Classes Which Follow:

The classes listed on the following pages with enrollments under 10 were necessary to enable majors to meet their needs and to complete a program of classes. Classes numbered 400 under the caption "Undergraduate and Graduate" also involve graduate students who need these courses to complete sequences in their programs. There are a few exceptions, as follows:

Business Education 212 is the second course in the year's sequence in shorthand. As more new students are admitted at the beginning of the second semester each year and therefore will be taking the first course of the year sequence in the second semester, this sequence when offered in the first semester will grow in proportion.

Education 200, 310, and 356 are courses included in the former requirements in elementary education and are now being offered only to accommodate those students who could not adjust their programs to the new requirements.

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English 236J and 335J are courses in Journalism in which a minor is now being offered but which has not yet been developed to a great extent. Fine Arts 420 and 430 are classes in individual instruction in painting. The nature of this course obviously limits the number. Home Economics 444 is limited by the accommodations in the Home Management House. Library Science is a new minor being offered and is growing.

Music 170 is a special class in brass instruments. Music 436 is a 1-semester hour course for advanced piano students in which they are given piano lessons at the same time. Physical Education for Women 105 is a course adapted for students whose physical education must be limited because of poor health or other physical handicaps.

The total number of undergraduate classes is 487, including 51 which offer both undergraduate and graduate credit, but excluding all registrations for private lessons in music and for student teaching. There are 24 strictly graduate classes, excluding 25 registrations for independent study.

Average Size of Undergraduate, Undergraduate and Graduate, and Graduate Classes for First Semester, 1954-55

| Classes with — | Undergraduate | | Undergraduate & Graduate | | Graduate | |
|----------------|---------------|---------|--------------------------|---------|-----------|---------|
| | Total No. | Average | Total No. | Average | Total No. | Average |
| Less than 5 | 9 | 3.1 | 2 | 3.5 | 9 | 3.2 |
| 5 — 9 | 36 | 7.0 | 14 | 6.2 | 8 | 6.7 |
| 10 — 14 | 54 | 11.7 | 15 | 12.0 | 2 | 14.0 |
| 15 — 25 | 130 | 19.8 | 14 | 19.1 | 1 | (19) |
| *26 — 30 | 50 | 26.9 | 2 | 28.0 | 3 | 28.0 |
| *31 and Over | 157 | 41.5 | 4 | 32.5 | 1 | (52) |
| Totals | 436 | 26.0 | 51 | 14.2 | 24 | 11.0 |

| | Total No. of Classes | Average |
|----------------------------|----------------------|---------|
| Undergraduate | 436 | 26.0 |
| Undergraduate and graduate | 51 | 14.2 |
| Graduate | 24 | 11.0 |
| Total | 511 | 24.0 |

* The NEA Department of Classroom Teachers recommends "...that there should be maintained a teacher-pupil ratio of 1 to 25 based upon persons actually engaged in teaching and the total student enrollment; that class size should not exceed 30 students per teacher; that school-day schedules should provide adequate time for lesson planning and pupil counseling." (NEA HANDBOOK, 1954-55, "Reasonable Class Size and Equitable Distribution of the Teaching Load," page 41.)

II. FACULTY

Resignations

Mr. Kendall Foley, instructor, Instructional Materials Center, filling a leave of absence position during the time Mr. Richard Bell is on leave, effective November 1 because of illness.

Mrs. Sandra Totaro, social director, Gilbert Hall, effective December 1, to join her husband who resigned as of November 1 in order to accept a position at the University of Illinois.

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Death

We regret very much to report the death on December 26, of Dr. Lewis McFarland, professor, Department of Speech, who died in his sleep. Dr. McFarland was 46 years old and had been a member of Northern's faculty since 1949. He will be greatly missed by his colleagues, townspeople, and most of all, his family.

Replacements

Mrs. Ann Eddy Gray, instructor, Department of Speech, at a salary of \$440 for the month of January, replacing Dr. Lewis McFarland. Mrs. Gray has her bachelor's degree from Northern Illinois State Teachers College and master's degree from Fordham University. She has had teaching experience at Thomas Jefferson High School, Jacksonville, Florida, at the Bateman School in Chicago, and at Northwestern University. This appointment is for one month only. This has been approved by the Advisory Committee.

Mr. John B. Tarver, instructor, Department of Speech, at a salary of \$480 per month for 4 1/2 months (\$2,160) replacing Dr. Lewis McFarland, beginning February 1, 1955. Mr. Tarver has his bachelor's degree from the University of Mexico, his master's degree from the University of Denver, and has done additional work at the University of Texas and San Francisco State College. He has had experience in the high schools of Livingston, California and a great deal of experience with summer stock companies. This is a temporary appointment.

Mr. Louis Gradisek, assistant professor, resident advisor, replacing Mr. Joseph Totaro at a salary of \$490 per month plus maintenance beginning November 1 for seven and one-half months. This is a temporary appointment and has been approved by the Advisory Committee. Mr. Gradisek earned his bachelor's degree at California State Teachers College, California, Pennsylvania and his master's degree at Duquesne University, Pittsburgh. He has had teaching experience as an elementary school teacher, secondary school teacher, as resident counselor at the Pennsylvania State College, and comes to Northern from a position as graduate assistant, dean of men's office at Penn State.

Mr. Larry Gresens, faculty assistant in the Instructional Materials Center, replacing Mr. Kendall Foley, at a salary of \$340 per month. Mr. Gresens is a graduate of Northern and has accepted this position on a temporary basis. It has been approved by the Advisory Committee.

Leave of Absence Without Salary

Dr. Dorothy McGeoch, professor, Department of Education, for the second semester, 1955, in order to help evaluate a program for the preparation of supervising teachers at Emory University, Atlanta, Georgia. This type of work was a part of Dr. McGeoch's doctoral study and having worked with this elementary group previously, the head of the Department of Education and the dean of instruction felt

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that Dr. McGeoch's request should be granted since it falls directly within her type of work at Northern.

Change of Status

Mr. J. Hal Connor, for twenty-five years head of the Department of English, has requested that he be relieved of his duties as head of the department, but retain his classification as professor and member of the faculty, teaching courses in English, effective February 1, 1955. Mr. Connor feels this post should go to a younger man with a doctor's degree.

Dr. S. Orville Baker, associate professor, Department of English, to become head of the department, effective February 1, 1955. Dr. Baker came to Northern in September, 1950 from a teaching position at Carnegie Institute of Technology, Pittsburgh. He has served previously at Simmons College, Boston, was a teaching fellow at Harvard University, and is a Navy veteran. He earned his bachelor's and master's degrees at the University of Chicago and his doctorate at Harvard University.

Disability Leave With Full Pay

Dr. Paul Prior, assistant professor, Department of Biological Sciences, became ill in October and was forced to remain away from his teaching duties for part of October, all of November and December. During January, he is teaching half time. Since it was impossible to secure a qualified substitute on a temporary basis, members of the department had to absorb his duties which they did at a hardship to themselves, but this made it possible for the college to continue to pay Dr. Prior his full salary during the time he was away. This is according to Article 4, "b" Section VI of the Governing Policies for the Organization of the State Teachers Colleges in Illinois - page 14:

"Subject to the approval of the president, a member who has completed at least three full years of service, and whose work can be suspended or assimilated by his colleagues, may be granted a disability leave with full pay for a period (including the annual and extended leaves described above) not to exceed one-half of his appointment year."

Change of Title

Before Mr. Emil A. Anderson died, his title was that of business manager which was the correct title for his duties. Under our new administrative organization, we have shown the title "business manager", for Mr. Anderson did not have the academic background that is now needed by persons heading the Division of Business Services. Since we have obtained Mr. Z. Harold Dorland who has the educational background needed, we should like to assign him the title that is parallel to the title of the other division heads - that of Director of Business Services. This change does not involve a change in salary.

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Graduate Assistant

Mr. Don Sheriff, Department of Social Sciences on a half time basis at a stipend of \$75 per month beginning February 1. This position was approved by the Board in April, 1954 but this is the first time a student qualified for the assignment.

III. OTHER SCHOOL EMPLOYEES

Replacements

Harold C. Vatne, Janitor, @ \$200 per month, as of September 27, replacing Lawrence Sullivan, resigned as of August 16.

John C. Mulder, Food Production Manager @ \$350 per month (temporary) as of October 11, replacing W. F. Schulz, resigned as of September 30.

Ina K. Kurz, Clerk-stenographer I @ \$185 per month as of October 5, replacing Barbara Williams, resigned as of October 31.

Effie M. Wiggins, Second Cook (temporary) @ \$185 per month as of December 7 replacing Tom Adams, resigned as of November 30.

Alice M. Gatz, First Cook (irregular) @ \$216 per month as of December 1, replacing Dorothy Mulford, resigned as of October 30.

Goldie G. Suter, First Cook (irregular) Lorado Taft, @ \$216 per month, as of December 1, replacing Karlyn Whetsel, resigned November 30.

George W. Fletcher, Maintenance Worker, @ \$225 per month as of November 13, replacing Delos M. Reed, resigned as of November 16.

Betty J. Hammerman, Clerk-typist I @ 75¢ per hour - 70 hours per month, replacing Eva M. Snapp, Clerk-stenographer I, resigned as of September 30.

Helen M. Harrison, Assistant Food Production Manager (temporary) @ \$200 per month (1/2 time basis) as of October 1.

Change of Name

Charlotte B. Lindelof to Charlotte B. Bross.

Change of Status

Dorothy M. McConn, Clerk-stenographer III, change in salary from \$225 to \$235 per month as of October 1.

Charles E. Marshall, from Groundsman @ \$220 per month to Maintenance Equipment Operator @ \$225 per month as of October 1.

Paul Michelson, Janitor, from \$200 to \$235 per month as of October 1.

Marie Smith, Housekeeper, from \$160 to \$200 per month, as of October 1.

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Joseph Rettinger, Janitor, from \$200 to \$235 per month, as of October 1, 1954 retroactive to September 1, 1954.

Genevieve Whitlock, Kitchen Helper, from 3/4 time @ \$131.25 to full time @ \$175 per month, as of November 1.

Nancy L. Mullis, Clerk-stenographer I @ \$185 to Clerk-stenographer II @ \$215 per month as of December 1.

Charles O'Donnell, Maintenance Equipment Operator, from \$235 per month to \$280 per month as of December 1.

Elmer Blake, Maintenance Equipment Operator, from \$270 to \$280 per month as of December 1.

Resignations

Eva Snapp, Clerk-Stenographer I, resigned as of September 30.

Barbara Ann Williams, Clerk-stenographer I, resigned as of October 31.

Delos M. Reed, Maintenance Worker, resigned as of November 16.

Harold C. Vatne, Janitor, resigned as of November 30.

Mrs. Natalie Weigand (temporary) Clerk-typist II, resigned as of December 2.

Thomas L. Adams, Assistant Food Production Manager, resigned as of November 30.

IV. THE ORGANIZATION

We should like to present for approval the college calendar for 1955-1956. This has been discussed by the Personnel Committee.

First Semester, 1955-1956

| | |
|--|---|
| September 12, Monday | Faculty Meeting 3:00 P.M. |
| September 13, Tuesday | New Students Week begins 8:00 A.M. |
| *September 17, Saturday | Completion of registration 8:00 A.M.-3:30 P.M. |
| September 19, Monday | Class work begins 8:00 A.M. |
| **September 24, Saturday | Last day of registration 12:00 noon |
| October 14, 15, 16, Friday, Saturday, and Sunday | Homecoming |
| October 21, Friday | Meeting of Rock River Division of I.E.A. |
| November 23, Wednesday | Thanksgiving recess begins at 12:00 noon |
| November 28, Monday | Class work resumes 8:00 A.M. |
| December 17, Saturday | Christmas vacation begins after regularly scheduled classes |

1956

| | |
|---|---------------------------------------|
| January 3, Tuesday | Class work resumes 8:00 A.M. |
| January 24-27, Tuesday, Wednesday, Thursday, Friday | Final examinations for first semester |
| January 28, Saturday | First semester closes |

*Graduate classes scheduled for Saturday begin on this date.

**Evening and Saturday students may register only until the second meeting of the class.

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Second Semester, 1956

| | |
|--|--|
| February 4, Saturday | Registration for Saturday classes only: 8-11 A.M. |
| ***February 6, Monday | Completion of registration 8:00 A.M.—3:00 P.M. |
| February 7, Tuesday | Class work begins 8:00 A.M. |
| February 13, Monday | Last day of registration 4:30 P.M. |
| March 29, Thursday | Easter recess begins after regularly scheduled classes |
| April 2, Monday | Class work resumes 8:00 A.M. |
| May 30, Wednesday | Holiday |
| June 3, Sunday | Fifty-seventh Annual Commencement 5:00 P.M. |
| June 5-8, Tuesday, Wednesday, Thursday, Friday | Final examinations for second semester |
| June 9, Saturday | Second semester closes |

Summer Session, 1956

| | |
|------------------------------|---|
| June 18, Monday | Registration 8:00 A.M.—3:30 P.M. |
| June 19, Tuesday | Class work begins 8:00 A.M. |
| July 4, Wednesday | Holiday |
| August 9, Thursday | Commencement 3:00 P.M. |
| August 10, Friday | Summer Session closes after regularly scheduled classes |

First Semester, 1956-1957

| | |
|----------------------------------|--|
| September 10, Monday | Faculty Meeting 3:00 P.M. |
| September 11, Tuesday | New Students Week begins 8:00 A.M. |
| September 15, Saturday | Completion of registration 8:00 A.M.—3:30 P.M. |

***Graduate and evening classes scheduled for Monday begin on this date.

V. CURRICULUM

1. European Seminar

European seminar with five weeks at Ashridge College, England and three weeks' tour of four European countries, for the summer of 1956. Approximately a year and a half is needed to make the necessary arrangements.

Western Michigan College of Education, Kalamazoo, and Iowa State Teachers College, Cedar Falls, have been sponsoring this seminar since 1951, taking 40 students in alternate years. Both colleges feel that a third college would make a better arrangement so that each college will take a group every third year, offering both undergraduate and graduate credit of eight semester hours. Ashridge College makes arrangements for about 25 British experts to address the group during the period they are in England.

Financially, the college would pay the regular summer salaries of two instructors in Social Science as though they were on the teaching staff on campus. Expenses of the instructors would come out of fees paid by the students. Both Michigan and Iowa have had to turn away prospective students for this seminar. Northern is fortunate to be included in this rotation plan since other colleges and universities were eager to be accepted.

2. Extension Center for Graduate Credit in Elgin

Need has been shown for an extension center in Elgin where courses may be offered for graduate credit. Administrators of the Elgin schools and vicinity have conferred with Northern

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and ascertained for us the extent of the need. Facilities of the Elgin High School and Community College are unusually good; the library is definitely superior, and classrooms are well above average. The cooperation of the school administration has been assured. It is a center where much effort is being made to bring younger married women into the profession who already hold bachelor's degrees but need courses to bring them up to date. These people cannot commute or leave their homes. Elgin is well located for students who cannot drive to DeKalb, Aurora, LaGrange, or Waukegan.

3. Additions to Graduate Faculty (already members of the staff)

1. Department of Education

If the courses designed for the sequence in Guidance and Counseling are approved, we should like permission to add the following staff members to our Graduate Faculty as members of the Department of Education. All are presently employed as members of the Division of Student Personnel Services.

a. Dr. Robert R. Brown

A.B. University of Minnesota; A.M. University of New Hampshire; Ph.D. Boston University.

Dr. Brown has had experience in personnel and guidance administration in New Hampshire camps, has served as head resident counselor both at Miami University and at Washington State College, Pullman, and is currently serving as counselor in our Division of Student Personnel Services with the rank of assistant professor.

b. Dr. Ruth Haddock

A.B. Pennsylvania College for Women; A.M. University of Pittsburgh; Ph.D. Syracuse University.

Dr. Haddock has taught in the schools of Pennsylvania, served as assistant to the field director in the American Red Cross during World War II, and was assistant dean of women at Southern Illinois University. She came to Northern from a position as assistant dean of women and assistant director of the graduate course in student personnel at Syracuse University. She is our dean of women, associate professor.

c. Dr. Ernest E. Hanson

B.E., Northern Illinois State Teachers College; M.A., University of Minnesota; Ed.D., Michigan State College, East Lansing.

Dr. Hanson has taught in the Rockford schools, served as a junior-high school principal in Woodstock, and was superintendent of schools in Lake Bluff. Before being appointed Director of the Division of Student Personnel Services at Northern, he had served very successfully as dean of men.

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He is classified as professor.

d. Dr. C. Milton Pike, Jr.

A.B., Middlebury College, Vermont; M.Ed., University of Vermont; Ed.D., Michigan State College, East Lansing.

Dr. Pike has experience as a teacher of the social studies in the Middlebury, Vermont schools, as head resident counselor at State College of Washington, and as instructor in guidance at Michigan State College. After serving Northern as assistant dean of men, he was appointed dean of men last year with the rank of assistant professor.

2. Department of Industrial Arts

If the program of courses presented by the Department of Industrial Arts is approved, we should like permission to add the following members of the department to the Graduate Faculty. All are members of our present staff.

a. Dr. W. Carlisle Anderson

B.S., Nebraska State Teachers College; M.S., University of Minnesota; Ph.D., University of Minnesota.

Dr. Anderson, a navy veteran, has taught in the public schools of Nebraska, at the University of Oklahoma, and in the Industrial Arts Department of the University High School in Minneapolis. He came to Northern in September, 1954 with the rank of associate professor.

b. Dr. Roderick G. Kohler

B.Ed., Illinois State Normal University; A.M., Colorado State College, Greeley; Ed.D., University of Missouri.

Dr. Kohler has taught in the public schools of Villa Grove and Blue Island as well as the National College of Education and at Northern. He holds the rank of associate professor.

c. Dr. William Mays

B.S. in Ed., Alabama Polytechnic Institute; M.S., Oregon State College; Ph.D., Ohio State University.

Dr. Mays has had six years' experience in upper grade, high school, and college teaching. He is assistant professor as of September, 1954.

VIII. STUDENT AFFAIRS

1. Need for Student Center (Union Building)

At various times, brief mention has been made of the need for a student center at Northern. We are including a paragraph in this report to point out to the Board that the need for a center of this kind is becoming increasingly clear and grave.

TEACHERS COLLEGE BOARD

2. Increased Housing in Residences

In response to the unprecedented demand for housing on campus, we should like the approval of the Board to add extra beds to Adams Hall, Gilbert Hall, and Neptune Hall if it is found to be desirable. Money for the additional furniture can come from the surplus at Adams and Gilbert and in the case of Neptune Hall, from the contingent fund.

IX. MISCELLANEOUS

Appreciation for the "Loan" of Mr. Sam Moore

We wish to thank the Board for making it possible to have Mr. Arthur Sam Moore, supervising accountant, spend the first six months of 1954 at Northern as our business manager. Until he came, the college was greatly handicapped, for we had no one who could replace Mr. Anderson. Upon Mr. Sam Moore's arrival, affairs moved smoothly and I know of no one who could have adjusted as well as did Mr. Sam Moore. We want also to thank Central Office for allowing him to be with us, for we know it handicapped their work. Mr. Sam Moore gave freely of his time and ability.

Northern Illinois University

The following is a direct quotation from the "Northern Alumnus", December, 1954, page 5. It gives very briefly my own personal reaction regarding the education of the future citizens of northern Illinois.

ACROSS THE PREXY'S DESK

Those of you, our alumni, who were at the banquet meeting at homecoming time, heard expansion plans discussed by Mr. Chauncey Watson, resident member of the Teachers College Board, and Mr. Kenneth Snyder, chairman of the Chamber of Commerce Committee for College Expansion. Those who were unable to come to the campus to help us observe homecoming, may not know about these plans as yet. Please let me give you a little background.

A group of civic minded people in DeKalb has formed to include representatives from the northern 21 counties to plan and work for the expansion of Northern into Northern Illinois University with its own board. This committee has worked diligently. It was at the time of the banquet that I made known my own ideas on the future of Northern, reaching this decision only after serious thought and a great deal of concern, extending over a long period of time. After you have read this brief article and have thought over the points to be considered, please let us have your ideas. Do remember that this is planning for the future.

Making certain at all times that teacher education does not suffer, I believe that Northern should be expanded to become a university. In planning for Northern's future, we must think NOW. Specifically, my trend of thought is, briefly, as follows:

It is evident, on the basis of the great number of births and

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present public school enrollment, that there will be 22% more students in the schools of northern Illinois by 1959 than there now are -- one-fifth more pupils in five years! Freshman classes throughout the universities and colleges in the country have increased greatly even though the senior high school classes are not much larger than previous classes. With more high school seniors going to college yearly, it becomes increasingly clear that within a few years, the colleges and universities will be terrifically crowded. It is known that by the early 1970's, there will be twice as many young people of college age in the State of Illinois than there are now.

Our democratic society depends upon every young person being educated to his greatest capacity with guidance in the American way of life. We must educate all of our young people, not only those who want to become teachers, but also those who want to enter other occupations. Northern at present has an enrollment of 2,550 on-campus students with a normal capacity of about 1,750. When one considers that Northern is now offering only one phase of the total picture of education - teacher education - it is obvious that it is not touching the great majority of college age students who want a good college education at a minimum cost and still be close to home.

Northern is actually a regional college now because many of its students never teach. Many come here to take courses and graduate in teaching because they have no other choice. It is but a very short step from the college as we know it now, to one that offers work in all areas of education.

For the benefit of all the people in this area of whom there are about 3 1/2 million outside the City of Chicago and north of the Illinois River, I believe it would be much better for the young people of this part of the state, if Northern, making certain that teacher education does not suffer, would enlarge its program to include many other fields in addition to teacher education. Northern can offer a program that will improve teacher education and at the same time help to protect our way of life by expanding into a university, thus making possible a good college education for all young people.

Furniture for Neptune Hall

Bids for the furniture to be used in Neptune Hall were opened December 27, 1954 in my office. Eight concerns were asked to bid with but four presenting quotations on

187 bunk beds
187 right wardrobes
187 left wardrobes
374 dresser desks
374 dresser chairs

Following are the bids:

| | |
|---|-------------|
| Rochelle's, Inc., Chicago | \$75,334.82 |
| Gilbert A. Force Co., Chicago | 76,049.16 |
| Mandel Brothers, Inc., Chicago | 76,234.29 |
| Chesterfield Furniture Co., Chicago | 81,155.98 |

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It is our recommendation that the low bidder, Rochelle's, Inc., Chicago, be awarded the contract. This company furnished Gilbert Hall and gave very satisfactory service in every way. It will be possible to obtain additional furniture from this company as listed above within 60 days at the same unit price. Funds for the purchase of this furniture are available from the bond issue to build and furnish Neptune Hall.

X. SUMMARY

Approval is requested on the following:

1. Acceptance of the resignations of Mr. Kendall Foley and Mrs. Sandra Totaro as indicated.
2. Appointment of Mrs. Ann Gray, Mr. John B. Tarver, Mr. Louis Gradisek, and Mr. Larry Gresens as indicated.
3. Leave of absence without salary for Dr. Dorothy McGeoch as indicated.
4. Change of status for Dr. Orville Baker and Mr. J. Hal Connor as indicated.
5. Disability leave with pay for Dr. Paul Prior as indicated.
6. Change of title for Mr. Z. Harold Dorland as indicated.
7. Appointment of Mr. Don Sheriff as graduate assistant as indicated.
8. Appointment of non-academic employees as indicated.
9. Change of status of non-academic employees as listed.
10. Acceptance of resignations of non-academic employees as listed.
11. Acceptance of the college calendar for 1955-1956 as listed.
12. Permission to plan a European Seminar for the summer of 1956 as indicated.
13. Permission to establish an extension center for graduate credit in Elgin as indicated.
14. Addition of the following faculty members to teach in the Graduate School: Dr. Robert Brown, Dr. Ruth Haddock, Dr. Ernest E. Hanson, Dr. C. Milton Pike, Dr. W. Carlisle Anderson, Dr. Roderick Kohler, Dr. William Mays.
15. Acceptance of the graduate courses as listed to be offered.
16. Permission to add housing in Adams Hall, Gilbert Hall, and Neptune Hall as indicated.
17. Awarding of bid for furniture for Neptune Hall to Rochelle's, Inc., as indicated.

Respectfully submitted,

LESLIE A. HOLMES, President

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MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD Leland Hotel Springfield, Illinois January 17, 1955

The regularly scheduled meeting of the Teachers College Board and the college Presidents convened at 9:00 A.M., Monday, January 17, 1955, in the Leland Hotel, Springfield, Illinois. Lewis M. Walker, Chairman of the Board, presided.

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

| | |
|--|-----------------------------|
| Mr. Morton H. Hollingsworth (from 1 P.M. to adjournment) | |
| Mr. Lewis M. Walker, Chairman | Dr. Vernon L. Nickell |
| Mr. R. A. Stipes, Jr., Vice-Chairman | Dr. William C. Reavis |
| Mr. Carl Dunbar | Mr. Clarence Ropp |
| Mr. J. A. Houle, Jr. | Mr. Alexander Summers |
| Mrs. Harriet Lowden Madlener | Mr. Chauncey B. Watson, Sr. |

Also present were the following:

Dr. Robert G. Buzzard, President
Mr. Raymond R. Gregg, Business Manager
Eastern Illinois State College

Dr. Arthur H. Larsen, Acting President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University

Dr. F. A. Beu, President
Mr. J. M. Grigsby, Business Manager
Western Illinois State College

Dr. Leslie A. Holmes, President
Mr. Z. H. Dorland, Business Manager
Northern Illinois State Teachers College

Dr. Richard G. Browne, Executive Officer
Mr. Chas G. Lanphier, Secretary
Mr. Arthur Samore, Supervising Accountant
Mr. Richard F. Dunn, Legal Counsel
Teachers College Board - General Office

The first matter of business before the Board was the approval of the minutes of the November 21-22, 1954 meeting.

Prior to the approval of said minutes, Dr. Browne asked that, on Page 166 the vote of Mrs. Madlener be changed to "Nay", instead of "Aye".

There being no further corrections to said minutes, Mrs. Madlener moved that the minutes of the meeting of November 21-22,

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1954, be approved as corrected. The motion was seconded by Mr. Houle, and unanimously carried.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 31 as Executive Officer and Educational Coordinator, which consisted of five parts; namely, Part I. Fees Charged at the Colleges; Part II. Summer Appointments; Part III. Pre-auditing by the Auditor's Office; Part IV. Legislation Affecting Higher Education; Part V. Expenditures for Three-fourths of the Current Biennium.

Concerning Part I., Dr. Browne reported that the State reimburses the college for the activity fees of scholarship students in the amount of \$30 per year; but with the issuance of the various bond issues at each of the colleges, the Board provided different increases in the student activity fee to be charged each student, thus making a scholarship worth more at one school than another and presenting a difficulty in connection with the State reimbursement for scholarship students.

Following considerable discussion, Mr. Stipes suggested that this matter be referred to a Committee of the Board for further study and that this Committee report back on its findings at a later date. The Board concurred in Mr. Stipes' suggestion, and Chairman Walker appointed the following committee:

Dr. Reavis, Chairman
Mr. Stipes Mr. Summers

Considerable discussion was held on Part II. of Dr. Browne's report. Mr. Stipes recommended that the Policy and Procedure Committee of the Board make a study of this problem of summer appointments, going over it with the Presidents, and report back to the Board at a later date with its recommendation. The Board concurred in Mr. Stipes' recommendation and agreed that, since this would not take effect with any summer appointments of 1955, any action on this matter be delayed until after the Policy and Procedure Committee has made its recommendation.

In regard to Part III., Dr. Browne reported that this matter is still under discussion and had presented it so the Board would be informed of the progress of this work.

Concerning Part IV. 2, Dr. Browne reported that a draft has been prepared by Mr. Dunn, which has met with the approval of Chapman and Cutler, for the amendment of the Teachers College Scholarship Law.

Concerning Part IV. 3, of his report, Dr. Browne asked Mr. Stipes to speak to the Board. Mr. Stipes reported that the payment by the State of utility costs of operating bond revenue buildings is now being done by quite a few states.

Following considerable discussion, Dr. Nickell moved that the Teachers College Board approve the payment of utility costs (heat, electricity, water, gas, and telephone) of bond revenue projects and

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auxiliary enterprises from State appropriations. The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Browne reported further that the Office of the State Auditor has raised a question concerning the auditing of funds of the Foundation at each of the colleges, requesting instructions from the Board that the State Auditor's Office should audit these accounts or else the Board will make arrangements for having it done.

Dr. Browne recommended that the Foundations select its own auditors, have audits made and filed with the General Office of the Teachers College Board.

Following a discussion, Mr. Stipes moved that the Foundation at each college select its own auditor and have audits made; that reports be filed with the General Office of the Teachers College Board at the end of each fiscal year; and that the State Auditor be notified this has been done. The motion was seconded by Dr. Nickell, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Browne also reported to the Board that he has been appointed a member of the Higher Education Commission, created by Governor Stratton through an Executive Order, for the purpose of making a thorough investigation, study and survey of existing higher educational facilities and resources in this State. Dr. Browne stated the Commission had one meeting, on December 9, 1954, and plans to meet monthly and probably will continue for about two or three years before making a final report.

REPORTS OF COMMITTEES

Mr. Summers, Chairman of the Building Committee, reported that the Building Committee had met with Lundeen and Hilfinger, architects, regarding the preliminary plans and specifications for the proposed new classroom building at Illinois State Normal University. He stated that this proposed classroom building is intended to replace Old Main and the estimated cost is \$950,000 complete. He further stated that air conditioning of this building is not provided for at the time of construction but that the ducts will be installed so the building

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can be air conditioned at a later date.

Mr. Summers moved that the Board approve the preliminary plans and specifications, as submitted by Lundeen and Hilfinger, architects, for the proposed new classroom building at Illinois State Normal University. The motion was seconded by Dr. Nickell, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee had met with Lundeen and Hilfinger, architects, regarding the working drawings for the proposed Student Union Building at Illinois State Normal University.

Mr. Summers moved the approval of the working drawings, as submitted by Lundeen and Hilfinger, architects, for the Student Union Building at Illinois State Normal University, and that the architects be instructed to advertise for bids on a 60-day option. The motion was seconded by Mr. Ropp, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee had met regarding the recommendation of the authorities at Illinois State Normal University to approve the changes in the plans and specifications for air conditioning Milner Library, which will add approximately \$8,000 to the estimated cost.

Mr. Summers moved the approval of the changes in the plans and specifications, which will add approximately \$8,000 to the estimated cost, for air conditioning Milner Library at Illinois State Normal University. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

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The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee had met with Perkins and Will, architects, regarding the preliminary drawings for the proposed classroom building at Northern Illinois State Teachers College.

Mr. Summers moved that the Board instruct Dr. Holmes to notify Perkins and Will, architects, to proceed with the preliminary drawings for the proposed classroom building at Northern Illinois State Teachers College, with the understanding that the plans will contemplate 36 to 40 classrooms and proportionate auxiliary areas and that the building shall be three (3) stories high and incorporate a lecture room approximately 24' x 64'. The motion was seconded by Mrs. Madlener, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee had met regarding the rehabilitation of the Tea Room at Northern Illinois State Teachers College.

Mr. Summers moved the approval of the specifications and drawings, as submitted by Schaeffer and Wilson, architects, for the rehabilitation of the Tea Room at Northern Illinois State Teachers College and that the authorities at Northern Illinois State Teachers College be instructed to advertise for bids on this project. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, reported that the Building Committee approved the preliminary drawings and specifications as submitted by the authorities at Western Illinois State College for the rehabilitation of three rooms in the Administration Building for use as a graduate study library, reading room, and additional stack room for the library.

Mr. Summers, Chairman of the Building Committee, also reported that the Building Committee had approved a report from Dr. Buzzard on the rehabilitation of the Administration Offices, Main Building, at Eastern Illinois State College, as well as a drawing and report on

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certain acreage deemed desirable as an addition to the campus at Eastern Illinois State College.

In concluding his report as Chairman of the Building Committee, Mr. Summers reported that Mrs. C. H. Douglas, of Mattoon, Illinois, would like to give ten (10) acres of land, approximately six miles northwest of Charleston, to Eastern Illinois State College. Mr. Summers stated this is rough land, has many varieties of plant life, and seems to be a very desirable area. Mr. Summers recommended that, if this gift is accepted, no buildings or improvements be made on this land, except for perhaps a fence. The Board concurred in this recommendation.

Mr. Summers moved that the Teachers College Board accept this gift of ten (10) acres of land, approximately six miles northwest of Charleston, from Mrs. C. H. Douglas, of Mattoon, Illinois. The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

The Board instructed Dr. Browne to write appropriate letter to Mrs. Douglas, thanking her for this gift of land to Eastern Illinois State College.

Dr. Buzzard reported that there is under consideration a gift of approximately 80 acres of land from another source for Eastern Illinois State College.

Mr. Stipes, Chairman of the Finance Committee, reported that the Finance Committee, together with Mr. Walker, Dr. Nickell, and Dr. Browne, called on Governor Stratton to discuss the proposed budgets for the next biennium. Mr. Stipes stated that Governor Stratton was very pleased with what the Board had done regarding the budgets, and he, Governor Stratton, showed interest in the building budgets.

Mr. Stipes next reported that the Finance Committee had talked with Mr. Dunn regarding the residence hall under construction at Northern Illinois State Teachers College. He stated that the building is advancing in good shape, and that Mr. Dunn, the Building Committee, and Aetna Casualty and Surety Company should be thanked for the way they have handled the problem which arose regarding this project at Northern.

Mr. Stipes, Chairman of the Finance Committee, next reported that the Finance Committee had met regarding the air conditioning of Milner Library at Illinois State Normal University. Since by Board action approval was give of the changes in the plans and specifications for this project, Mr. Stipes stated that it is now estimated the

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cost of this project will be \$46,541.81, as based on the low bid of R. H. Bishop Company of Champaign, Illinois.

Mr. Stipes moved that the cost of air conditioning Milner Library at Illinois State Normal University be paid from the following sources:

| | |
|--|--------------------|
| Commodities (General Revenue) | \$ 6,000.00 |
| Contingencies (Income Fund-Educational Operations) | 20,780.00 |
| Contractual Services (General Revenue) | 19,761.81 |
| Total | <u>\$46,541.81</u> |

The motion was seconded by Mr. Ropp, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Absent |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Stipes, Chairman of the Finance Committee, next reported that, as requested at the November meeting of the Board, the Presidents had submitted revised spending budgets on all items, other than personal services, to the Finance Committee. He also reported that the Finance Committee had examined the revised spending budgets and found them in order with the exception of two items, totaling \$5,000, in Northern's Equipment Account (namely, \$2,500 - Grounds for air compressor with jack hammer; and \$2,500 - General Printing for camera to make offset plates) which they recommended be transferred to the Equipment Account for library purposes.

Mr. Stipes moved that the revised spending budgets be approved with the exception that Northern transfer \$5,000 from two equipment accounts (namely, \$2,500 - Grounds for air compressor with jack hammer and \$2,500 - General Printing for camera to make offset plates) into the equipment account for library purposes. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Absent |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Stipes, Chairman of the Finance Committee, next reported that, since the November meeting, the Finance Committee had met and discussed the priority of new buildings for the 69th biennium and presented the recommendation of the Finance Committee that the order of priority of the first six buildings be as follows:

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| | |
|-----------------------------|--|
| Classroom Building | - Illinois State Normal University |
| Classroom Building | - Northern Illinois State Teachers College |
| Laboratory School | - Northern Illinois State Teachers College |
| Laboratory School | - Eastern Illinois State College |
| Physical Education Building | - Northern Illinois State Teachers College |
| Laboratory School | - Illinois State Normal University |

Chairman Walker then called for an executive session of the Board.

The executive session was held for the purpose of discussing the priority of the new buildings to be requested for the next biennium and so the Chairman of the Board and the Finance Committee would know the feeling of the Board so they could speak for the Board on this matter when called before the Budgetary Commission.

Mr. Stipes moved that the order of priority of the first six buildings, and appropriate amounts, to be requested by the Teachers College Board in the 69th biennium be as follows:

| | |
|--|--|
| Classroom Building (\$950,000) | - Illinois State Normal University |
| Classroom Building (\$950,000) | - Northern Illinois State Teachers College |
| Laboratory School (\$1,995,000) | - Northern Illinois State Teachers College |
| Laboratory School (\$1,500,000) | - Eastern Illinois State College |
| Physical Education Building(\$950,000) | - Northern Illinois State Teachers College |
| Laboratory School (\$1,900,000) | - Illinois State Normal University |

and that there also be a request for the following:

| | |
|--|------------------|
| <u>Land Acquisition</u> | |
| Northern Illinois State Teachers College | - \$150,000 |
| Eastern Illinois State College | - 50,000 |
| <u>Rehabilitation</u> | |
| Eastern Illinois State College | - \$ 45,000 |
| Illinois State Normal University | - 70,000 |
| Western Illinois State College | - 25,000 |
| Northern Illinois State Teachers College | - 65,000 |
| | <u>\$205,000</u> |
| Western Science Rooms | - 75,000 |
| Total for Rehabilitation | - \$280,000 |

The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

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QUARTERLY REPORTS OF PRESIDENTS

Eastern Illinois State College

Dr. Buzzard presented his quarterly report on Eastern Illinois State College, together with Supplement, with the following requests:

1. Acceptance of the low bid submitted by Terre Haute Boiler Company, in the amount of \$2,535.00, for repair and tuck-pointing of the smokestack of the Heating Plant. (To be paid out of Rehabilitation Appropriation allotted for Eastern Illinois State College.)
2. Approval of expenditure, not to exceed \$7,243.15, for materials and labor for cutting doorways, erecting partitions, replacing chalkboards, floor repair and other items connected with rehabilitation of administrative offices, Main Building, with authorization for expenditure by the Eastern Advisory Committee. (To be paid out of Rehabilitation Appropriation allotted for Illinois State College.)
3. Acceptance of the low bid submitted by Ead's Tractor Service, in the amount of \$2,713.25, for one (1) Model 600 (1955) Ford Tractor, complete with fluid in 11 x 28 tires, comfort cover, lights and bumper, including:

Loader, standard
Disc, 7' mounted
Spike Harrow, 3 section mounted
Mower, 7' rear mount
Blade, 6' all purpose
Snow plow, V-blade on loader

(To be paid with funds appropriated for Equipment, General Revenue.)

As pointed out in Dr. Buzzard's report, there will be an unallotted balance in Eastern's Rehabilitation Appropriation of \$6,053.98 if the two rehabilitation requests, as presented, meet with Board approval.

Following considerable discussion, Mr. Stipes suggested that if the Board approves the two rehabilitation requests in Dr. Buzzard's report it is with the understanding that the Board will not be under any further obligation to Eastern for this unallotted amount of \$6,053.98 and that the Board will have the right to spend this money where they think it is most needed. The Board concurred in Mr. Stipes' suggestion.

Following a discussion of the communication from the Committee of Fifteen, (in particular Article 2, page 9) which appeared in Dr. Buzzard's report, Dr. Nickell recommended that no Board action be taken on this and that Dr. Browne be instructed to write the Committee of Fifteen to the effect that the Board has had no formal statement from Dr. Buzzard, as president of the school, of any anticipated retirement. The Board concurred in Dr. Nickell's recommendation.

TEACHERS COLLEGE BOARD

Mr. Stipes stated that, in connection with the athletic policy problem presented on Page 10 of Dr. Buzzard's report, he had investigated this matter and found that the N.C.A.A. does not prohibit off-campus basketball games in addition to the regular schedule but does limit the number of games that may be played during the season. Mr. Stipes stated, and the Board unanimously agreed, that this is a matter for the Conference rather than the Board.

Concerning the request for a new tractor in Dr. Buzzard's report, Mr. Summers asked why no local firms had submitted bids on this purchase. Dr. Buzzard pointed out that the four bids received were the only firms who would bid on this according to the requirements.

Mr. Stipes moved the approval of the quarterly report, together with Supplement, as presented by Dr. Buzzard, with the exception of the request of consideration of letter from the Committee of Fifteen since a letter will be sent them direct in answer to their request. The motion was seconded by Mrs. Madlener, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Buzzard next presented a situation which has arisen at Eastern regarding a student who wants college credit for courses for which she has passed examinations for credit.

Dr. Buzzard presented the following quotation from the current catalog of the University of Illinois, Volume 52, Number 1, pages 24-25, issued in August 1954, which covers the above situation at the University of Illinois:

"Each semester the University gives proficiency examinations, similar to the regular semester examinations, in courses normally open to freshmen and sophomores. Proficiency examinations in more advanced undergraduate subjects are given on recommendation of the head of the department and approval of the dean of the college. No fee is charged for these examinations. A student who passes a proficiency examination is given credit toward graduation, provided that this does not duplicate credit counted for his admission to the University and that the course is acceptable in his curriculum. The grade in the proficiency examination is 'pass' or 'not pass', but no student is given a grade of 'pass' unless he has made at least 'C' on the examination. No official record is made of failures in these examinations."

Dr. Reavis stated that the Policy and Procedure Committee has studied this problem and approve the above policy, as followed by the University of Illinois.

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Following discussion, Dr. Reavis moved that the Board inform the Presidents that the Board would like for them, in the admission of students, to follow the same policy as is followed at the University of Illinois. The motion was seconded by Dr. Nickell, and unanimously carried.

Illinois State Normal University

Dr. Larsen presented his quarterly report on Illinois State Normal University, together with Supplement, with the following requests:

1. Approval to transfer \$12,960 from the Contingency Fund - Income Fund Educational Operations to Personal Services - Income Fund Educational Operations for employment of four faculty members (employment approved June 14, 1954).
2. Approval to transfer \$13,160 from the Contingency Fund - Income Fund Educational Operations to Personal Services - Income Fund Educational Operations for student help.
3. Approval to purchase water meter from Robert E. Midden (if he is successful in acquiring the Hall Supply Company) at a cost not to exceed \$1,100. (This amount does not include cost of installation.) (To be paid with funds appropriated for Commodities - Income Fund Educational Operations.)
4. Acceptance of the bid submitted by Republic Flow Meters Company, in the amount of \$1,950, for three steam flow meters. (To be paid with funds appropriated for Commodities - Income Fund Educational Operations.)
5. Acceptance of the low bid submitted by Dowell-White, in the amount of \$1,800 (\$2,182.99 less trade-in of \$382.99 for an old F-14 tractor, cultivator, and planter), for one 1955 International tractor fully equipped and an International cultivator with power lift. (To be paid with funds appropriated for Equipment - General Revenue.)
6. Acceptance of the bid submitted by Peoria Tool and Equipment Company, in the amount of \$2,315, as follows:

| | |
|-----------------------------------|------------|
| Sheldon Precision Lathe | \$1,359.00 |
| Accessories for Lathe | 1,003.25 |
| | <hr/> |
| | \$2,362.25 |
| Less 2% 10 days | 47.25 |
| | <hr/> |
| | \$2,315.00 |

(To be paid with funds appropriated for Equipment - General Revenue.)

7. Acceptance of the low bids received for automotive equipment as follows:

| | |
|--|------------|
| <u>C. W. Frey and Sons</u> | |
| One 1955 4-Door Plymouth Plaza | \$1,524.00 |
| Less Trade-in | 875.00 |
| | <hr/> |
| Net Price | \$ 649.00 |

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The Yates Company

| | |
|--------------------------------------|------------|
| One 1955 2-Door Plymouth Plaza | \$1,692.00 |
| Less Trade-in | 1,040.00 |
| Net Price | \$ 652.00 |

Wiley Motors

| | |
|---|------------|
| One 1955 4-Door Plymouth Plaza Station Wagon, including third seat | \$2,263.70 |
| Less Trade-in | 968.73 |
| Net Price | \$1,294.97 |

(Trade-ins on above bids include two 1953 Plymouth Sedans and one 1950 Chevrolet Station Wagon.) (To be paid with funds appropriated for Equipment - Income Fund Educational Operations.)

8. Acceptance of the proposal submitted by Donzel W. Fortner, in the amount of \$787.00, for extra to their contract for the Women's Residence Hall to cover the cost of necessary change in the 8" storm sewer line in the new residence hall in order to hook up areaway drains on the south side of cafeteria. (To be paid out of the Contingency Fund of the Women's Residence Hall bond issue.)
9. Acceptance of the proposal submitted by West Construction Company, in the amount of \$103.20, for extra to their contract in connection with the remodeling work on Dunn-Barton Halls for the installation of a set of doors between the recreation room and corridor in Barton Hall. (West Construction Company offered to make the installation for \$187.00 and apply a credit of \$83.80 against the cost of the doors, thus making a net extra cost of \$103.20.) (To be paid out of \$60,000 allotted for improvements to three existing residence halls of the Women's Residence Hall bond issue.)
10. Bids received on the air conditioning of Milner Library were presented. The authorities of Illinois State Normal University made no recommendation as the bids received were in excess of the estimate and asked the Board to defer action on these bids until they had been reviewed by the Building and Finance Committees. (The apparent low bidder was R. H. Bishop Company, Champaign, Illinois, in the amount of \$46,081.)

A discussion was held regarding the Student Union Fees at Illinois State Normal University, and it was found that on Page 7, second line, the amount for full-time students should be changed from \$10 to \$11.

Dr. Larsen reported that he had inquired as to the understanding of the students at Illinois State Normal University regarding the vote taken last year on the increase in Activity Fee. He further reported that it is his understanding that the students feel another vote on this matter would only be a duplication of the one held last year. He also stated that the scholarship students are under the impression that they are to pay this Union Fee themselves and that it is not to be

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included in the amount they receive for Activity Fees through their scholarships.

Provided the proposed legislation is passed regarding the amendment of the scholarship law in connection with the fees levied for the purpose of financing buildings and activities under the bond revenue plan, Mr. Stipes suggested that each student at Illinois State Normal University be sent a letter notifying him that the law has been changed and that it will be necessary for them to pay this Student Union Fee themselves; and this matter should also appear in the catalog. The Board concurred in Mr. Stipes' suggestion.

Dr. Larsen reported that the total cash on hand, to date, for the Student Union Forward Movement is now \$74,532.24.

Mr. Ropp moved the approval of the quarterly report, together with Supplement, as presented by Dr. Larsen, with the exception of any action on the air conditioning of Milner Library and subject to the correction on Page 7 of the Student Activity Fee for full-time students from \$10 to \$11. The motion was seconded by Mr. Watson, roll was called and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Larsen next reported that Ralph H. Linkins, Dean of Men, Illinois State Normal University, is to retire at the end of August, 1955. Since a good deal of study needs to be given on employing someone else for this position, Dr. Larsen recommended that, if he is willing, Mr. Linkins be asked to serve one additional year as Dean of Men.

Following but little discussion, Mr. Ropp moved that the authorities of Illinois State Normal University invite Mr. Ralph H. Linkins to continue in service as Dean of Men one year further. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Larsen next requested Board action on a problem at Illinois State Normal University regarding parking facilities.

Mr. Dunn was called on for his opinion. He stated the authorities of the college could put up notice in locations causing this problem

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stating "No Trespassing" and make arrangements with local officials to pick up those parking in reserved places.

Mr. Hollingsworth suggested that, since this is an administration measure, this matter be worked out with local officials.

Following considerable discussion, Dr. Nickell moved that the Board authorize the Presidents of each college to work out suitable agreements with city and county officials with reference to parking arrangements on the various campuses. The motion was seconded by Mr. Hollingsworth, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Western Illinois State College

Dr. Beu presented his quarterly report on Western Illinois State College, with the following requests:

1. Approval to obtain three bids to rehabilitate three rooms in the Administration Building for use as a graduate study library, reading room, and additional stack room for the library. It is estimated this work will cost \$11,000 which includes new floors, removal of all plumbing fixtures and shower room, cutting new doors in order to provide entrance into each of the two new rooms that will be made out of the present three rooms, light fixtures, soundproofing, and ventilation. (To be paid out of Rehabilitation Appropriation allotted to Western Illinois State College.)
2. Acceptance of the low bid submitted by Petersburg Plumbing and Heating Company, in the amount of \$10,526.00, for repairs to the swimming pool, in order to meet the new health standards for swimming pools, as follows:

The present three sand filters to be removed and replaced with four 72" x 4' straight side filters together with all necessary manifolds - valves and headers.

Present circulating pump to be removed and replaced with a new 3" x 4" bronze fitted centrifugal pump designed for 420. G.P.M. at 50 foot head. Motor to be 10 horsepower, 3 phase, 60 cycle.

Rate of flow indicator to be Barton No. M181 or equal with 6" dial.

(To be paid with funds appropriated for Contractual Services.)

3. Acceptance of the base bid, in the amount of \$16,476, and Alternate No. 3, in the amount of \$3,194, as submitted by

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Petersburg Plumbing and Heating Company for the following work in connection with the air conditioning of the college library:

Base bid (includes first and second floor libraries):

2 FD75 seven and a half ton General Electric air conditioners in libraries.

2 FD50 five ton General Electric air conditioners in libraries.

Alternate No. 3 - Add to above base bid for business office one FD50 five ton General Electric air conditioner.

(The above equipment is to be completely installed, including plumbing, electrical wiring, and sheet metal work. (To be paid with funds appropriated for Contractual Services - Income Fund Educational Operations, to an amount of \$12,170, the balance from Equipment - Income Fund Educational Operations.)

Following discussion, Mr. Dunbar moved the approval of the quarterly report as presented by Dr. Beu. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Stipes reported that the Finance Committee had met and reviewed the Board action taken earlier today regarding the sources for paying the cost of air conditioning Milner Library at Illinois State Normal University.

Mr. Stipes moved that the Board reconsider this motion. The motion was seconded by Mr. Summers, and unanimously carried.

Mr. Stipes moved that the cost of air conditioning Milner Library at Illinois State Normal University be paid from the following sources:

| | |
|--|-------------|
| Equipment (General Revenue) | \$ 6,000.00 |
| Contingencies (Income Fund Educational Operations) | 20,780.00 |
| Contractual Services (General Revenue) | 19,761.81 |
| Total | \$46,541.81 |

The motion was seconded by Mr. Ropp, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

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The motion was unanimously carried.

Northern Illinois State Teachers College

Dr. Holmes presented his quarterly report on Northern Illinois State Teachers College, with the following requests:

1. Acceptance of the low bid submitted by Rochelle's Inc., in the amount of \$75,334.82, for the following furniture to be used in Neptune Hall:

187 bunk beds
187 right wardrobes
187 left wardrobes
374 dresser desks
374 dresser chairs

(To be paid with funds made available for furniture in the Women's Residence Hall bond issue.)

Dr. Reavis spoke on Graduate School Courses, listed on page 17-22 of Dr. Holmes' report, stating these suggested changes in courses meet with his approval but that he had not discussed it with the other members of the Graduate and Curriculum Committee.

Chairman Walker suggested that all reference to "Northern Illinois University" be deleted from Dr. Holmes' report.

Following considerable discussion, Mr. Watson moved the approval of the quarterly report as presented by Dr. Holmes with the deletion of all reference to "Northern Illinois University" from the report. The motion was seconded by Dr. Reavis, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Chairman Walker made the following comments regarding a university status for Northern Illinois State Teachers College.

"I have had many calls asking for a statement from me, as Chairman, on the attitude of the Board towards the creation of Northern Illinois University. For the protection of the Board, I have, in all cases, refused to make a statement for the Board or myself and have said it is a matter entirely for the legislature and the Governor to cover. It is not directly any business of this Board as a Board. The Board is not committed through me, as Chairman, for anything concerning Northern Illinois University. I have a feeling in my heart to protect the Board when such controversial matters are brought up."

Dr. Reavis requested permission to address the Board on this

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same matter and made the following comments:

"I have taken the exact position as Mr. Walker has. The only thing I have said was at a meeting in DeKalb to the Three Service Clubs in that area in which I expressed interest in training of teachers and wasn't interested in Northern Illinois University for DeKalb and gave them my reasons.

"I didn't attend the meeting mentioned in Dr. Holmes' report as I wasn't invited.

"I would like to express my point of view since the Advisory Committee hasn't had a meeting to express their views.

"The primary concern in the northern Illinois area is the preparation of teachers. There are twenty-six institutions who are training teachers in that area. All together they are not preparing half enough teachers for the area to fill vacancies that are there. In addition, there are thirty-four professional schools that would take care of all the people with special interests. This gives sixty institutions of higher learning, in addition to two teachers colleges (Northern Illinois State Teachers College and Chicago Teachers College). There are thirteen junior colleges, public and private, that are providing general education.

"I do not agree with the statement made here that it is possible to make certain, at all times, that teacher education will not suffer if we had a Northern Illinois University. While we might get some of those people, as at Eastern, to go into teacher education, I think that emphasis will never bring the interest of teacher education. Personally, I would rather see a college at Northern adequate to prepare largest number of teachers for that rapidly growing area. As Chairman of the Advisory Committee, I favor the emphasis on building up Northern Illinois State Teachers College as a large teachers college.

"Universities have to stop at some time or other, and what we need now is the preparation of teachers for the schools of this State."

Mr. Summers stated that the Board should go on record in its feelings about the importance of teacher training.

Mr. Hollingsworth expressed his views on this matter, stating that it seems the Board has a further responsibility, to some degree, to be somewhat concerned about the teacher education in Illinois; and that the members of this Board give some serious consideration on this matter. He further stated that, when it comes to teacher education in the State of Illinois, this Board has some responsibility of expression or give some leadership as to what the teacher education needs are; and the question which now arises is whether or not the divorcing of an institution from this group will weaken or strengthen the teacher education program as the Board understands it.

Dr. Browne stated that the problem seems to be whether or not Illinois needs another multi-purpose institution.

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Concerning another matter at Northern Illinois State Teachers College, Mr. Watson reported that people in the Waukegan area and other parts of Northern Illinois are once again pressing the matter of Northern Illinois State Teachers College taking over the operation of Lake Villa School at Fox Lake.

Dr. Holmes stated that this whole matter is being promoted by people in that area with the idea they are going to arrange to buy the property and give it to Northern and that this group also plans to present a bill to the legislature which will give this property to Northern Illinois State Teachers College.

Dr. Reavis stated he thought the people in Northern Illinois would consider it a great favor if Northern would operate an extension center at Lake Villa.

Regarding this matter, Mr. Stipes stated that, if such a bill was passed, he would vote against accepting it.

Mr. Watson further reported that this matter was presented for Board information only in the event it arises again at a later date.

Dr. Holmes next presented the following request:

Acceptance of the low bid submitted by Manning Motor Sales, in the amount of \$2,040, for two 6-cylinder Fords. (Trade-ins on above bid are two 1951 Chevrolets.) (To be paid with funds appropriated for Equipment.)

Mr. Watson moved the acceptance of the low bid submitted by Manning Motor Sales, in the amount of \$2,040, for two 6-cylinder Fords for Northern Illinois State Teachers College. The motion was seconded by Dr. Reavis, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|-----|
| Mr. Dunbar | Aye | Dr. Reavis | Aye |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Browne presented the following recommendation, subject to change if found necessary, for the Committee on Future Meetings, as follows:

| | |
|-------------|------------------------------------|
| February 14 | - Illinois State Normal University |
| March 21 | - Springfield |
| April 18 | - Western Illinois State College |
| May 16 | - Eastern Illinois State College |

The Board concurred in the foregoing recommendation on future Board meetings.

Dr. Buzzard, on behalf of the other Presidents, expressed how pleased they were that Governor Stratton had re-appointed the three Board members (Mr. Houle, Mr. Summers, and Mr. Watson) whose

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terms had expired.

There being no further business to come before the Board at this time, Chairman Walker adjourned the meeting until the next regularly scheduled meeting on Monday, February 14, at Illinois State Normal University, Normal, Illinois.

LEWIS M. WALKER, Chairman

CHAS. G. LANPHIER, Secretary

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD Illinois State Normal University Normal, Illinois February 14, 1955

The regularly scheduled meeting of the Teachers College Board and the College Presidents convened at 9:00 A.M., Monday, February 14, 1955, in the Board Room of the Administration Building, on the campus of Illinois State Normal University, Normal, Illinois. Lewis M. Walker, Chairman of the Board, presided.

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

| | |
|--------------------------------------|-----------------------------|
| Mr. Lewis M. Walker, Chairman | Mr. J. A. Houle, Jr. |
| Mr. R. A. Stipes, Jr., Vice-Chairman | Mr. Clarence Ropp |
| Mr. Carl Dunbar | Mr. Alexander Summers |
| Mr. Morton H. Hollingsworth | Mr. Chauncey B. Watson, Sr. |

The following members were absent:

| | |
|------------------------------|-----------------------|
| Mrs. Harriet Lowden Madlener | Dr. Vernon L. Nickell |
| Dr. William C. Reavis | |

Also present were the following:

Dr. Robert G. Buzzard, President
Eastern Illinois State College

Dr. Arthur H. Larsen, Acting President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University

Dr. F. A. Beu, President
Mr. J. M. Grigsby, Business Manager
Western Illinois State College

Dr. Leslie A. Holmes, President
Mr. Z. H. Dorland, Director of Business Services
Northern Illinois State Teachers College

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Dr. Richard G. Browne, Executive Officer
Mr. Arthur Samore, Supervising Accountant
Mr. Richard F. Dunn, Legal Counsel
Teachers College Board - General Office

Chairman Walker asked to depart from the order of the agenda as he had several matters he wished to present to the Board at this time.

Chairman Walker first reported on the meeting he, the Finance Committee, and the General Office had with the Budgetary Commission in Chicago, on Friday, February 11, regarding the proposed budgets of the teachers colleges for the 69th biennium. Chairman Walker commended the efforts of Mr. Stipes and Dr. Browne in presenting this matter to the Budgetary Commission, saying they presented the matter in an orderly and thorough fashion.

Mr. Stipes also reported on the hearing with the Budgetary Commission, saying that Dr. Browne did a tremendous job on explaining all questions which arose at the hearing.

At the meeting of January 17, Chairman Walker had read the following letter and resolution which he had received from Dr. Paul Street, Alumni Executive Secretary of Northern Illinois State Teachers College Alumni Association:

"December 16, 1954

"Dear Mr. Walker:

"I am commissioned by the Northern Illinois State Teachers College Alumni Association to deliver to you the enclosed resolution which it adopted at a meeting December 4 of its Executive Board, the group duly authorized to speak for it.

"It is the thinking of this group that if ever there was a time in history when teacher education should be given the limit of support in order to make sure that there is no bottleneck in the production of teachers so desperately needed now and in the years immediately ahead--that time is now.

They recognize that all of education has some shortages. They believe, however, that the key to the most serious shortages education faces is the supply of teachers. They feel sure that men of foresight who make an honest approach to the problems the schools face cannot help recognizing that no resource should be spared just now to see that the way is cleared for preparing enough good teachers for the flood of youngsters now entering our schools. It is from this perspective that they urge your most serious consideration of this resolution.

"The support you have given teacher education in the past assures me personally that you will give this matter your most earnest consideration.

Most respectfully,

(Signed)

Paul Street, Alumni Executive Secretary"

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"RESOLUTION OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE ALUMNI ASSOCIATION

December 4, 1954

"We, the Executive Board of the Northern Illinois State Teachers College Alumni Association, urge that the Teachers College Board, the Budgetary Commission, the Legislature, and Governor William G. Stratton give full support to the budget of Northern Illinois State Teachers College as originally presented to the Teachers College Board, considering the greatly increased needs of the college and the desperate nationwide need for teachers. We feel that the budget as now recommended by the Teachers College Board for Northern is substantially less than is essential if the college is to prepare the number of teachers it potentially could prepare, and that appropriating any less than originally asked and approved by the Board's advisory committee for Northern would be gross disregard for the welfare not only of Northern but of all public education. We feel that teacher education is a critical key to the entire future of the public school program in Illinois and that Northern, at the barest minimum, must have the buildings as well as the operating budget originally requested.

"In the past, the Northern Illinois State Teachers College Alumni Association has been able to give full approval to the budget recommended by the Teachers College Board for Northern, but we regret that in this instance it is impossible for us to do so

The Executive Board of
The Northern Illinois State Teachers College
Alumni Association

Gladys Robinson, President
Paul Street, Executive Secretary"

For the information of the Board on the action he had taken regarding the above resolution, Chairman Walker read the following correspondence:

"February 9, 1955

"Dear Mr. Walker:

"As you may know, I am editor of the Northern Alumnus, the journal of the Northern Illinois State Teachers College Alumni Association. As their agent, I sent you some weeks ago a resolution which they passed at their December meeting, urging the Teachers College Board to increase budget requests for the four teachers colleges. My name appears on that resolution simply because I am, in a sense, the servant of that organization with the responsibility of verifying the fact that such a resolution was adopted. Incidentally, I did not vote on the resolution since I am a member of the Alumni Executive Board ex-officio without the right to vote, though I am as a graduate of Northern a member of the Alumni Association--and though as you might guess from the attitudes I have expressed toward the budget request of the

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Teachers College Board I am inclined to support their position very earnestly. My point is that the appearance of my name on their resolution does not necessarily represent a personal commitment.

"But back to my point--as editor of the alumni journal, I shall certainly be expected to report a follow-up on that resolution and any developments consequent to it in the March issue of the Northern Alumnus. I believe I have the Alumni Association back of me in assuming that a greater value than anyone's position on any issue is the right for all to be heard. I would like, therefore, to invite you, or anyone you might choose from the Teachers College Board, to "answer" this resolution. Particularly I think it would be proper for the Board to explain why the budget requests for the teachers colleges are what they are. I am sure that from your viewpoint you have very good reasons why the teachers colleges budgets are what they are. You might wish to ask Dr. Browne or Mr. Stipes, who is, I understand, chairman of your Finance Committee, to make such a statement of explanation. Will you consider this an invitation to do so. We could permit as much space as would be necessary for your presentation.

"My deadline for this material is regularly February 20, but if I knew it were coming I could hold the date open until the end of the month. We will not have another issue of the Northern Alumnus until May.

"May I assure you that the Alumni Association joins you and all of the Teachers College Board in earnest concern for the future of teacher education. We may disagree with each other on both the means and the possibilities for improving teacher education; we may think that you people could and should be doing more than you are doing; but I am sure I speak for the Alumni Board when I say that we do not doubt your sincerity. It is in the interest of developing a closer understanding among us that I invite you to use the columns of the Northern Alumnus in this instance.

Most sincerely, (Signed)

Paul Street, Alumni Executive Secretary"

February 10, 1955

"Dear Mr. Street:

"I have your letter of February 9th concerning a certain resolution you sent to me several weeks ago.

"The resolution was received and I read it at the meeting of the Teachers College Board in Springfield, January 17th. No action was taken.

"Your letter of the ninth will be read at our meeting in Normal next Monday, February 14th, and if any of our members wish to avail themselves of the columns of the Northern Alumnus, you may hear from them.

Yours very truly,

LEWIS M. WALKER (Signed)"

PROCEEDINGS

The first matter of business before the Board was the approval of the minutes of the meeting on January 17, 1955.

Mr. Stipes moved for a reconsideration of a portion of the minutes; namely, Pages 236-237, Western Illinois State College - 3. The motion was seconded by Mr. Hollingsworth, and unanimously carried.

Following little discussion, Mr. Stipes moved the approval of the minutes of the meeting on January 17, 1955 as submitted with the following change regarding Pages 236-237, Western Illinois State College - 3:

That the cost of air conditioning the college library at Western Illinois State College be paid from the following sources:

\$ 7,500 - Equipment-Income Fund Educational Operations
\$12,170 - Contractual Services-Income Fund Educational Operations.

The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 32 as Executive Officer and Educational Coordinator on The State of Illinois and Teachers Education, Single-purpose Institutions, Dual-purpose Institutions, and Multi-purpose Institutions.

Dr. Browne stated that the report is concerned with the teacher education portion of the State's system of higher education, and especially the four colleges governed by the Teachers College Board. Dr. Browne also pointed out that, being located in an area of large and rapidly growing population, Northern Illinois State Teachers College has a great service to perform, and as a single-purpose institution, it should have a steady growth.

Mr. Hollingsworth stated that, in the light of some misinformation that has been put out, this Board should approve the making of a statement for its concern in the State of Illinois of teacher education. He further stated that he does not want anything to happen to Northern that would change its emphasis in teacher education and feels Northern is not an institution to be "toyed" with. In the future, Mr. Hollingsworth stated this Board will have to give a lot of emphasis at Northern on funds and building it up as a teacher college.

Mr. Watson stated that, in regard to the last paragraph on Page 6 and the first paragraph on Page 9 of Dr. Browne's Report No. 32, he had material of a later date that would change the statements made

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in this report.

Dr. Browne requested permission to bring his Report No. 32 up-to-date before any action is taken on it.

Mr. Hollingsworth moved that Dr. Browne's Report No. 32 be accepted, subject to revision of bringing up-to-date, with the most recent information available, the last paragraph on Page 6 and the first paragraph on Page 8. The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madelener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Stipes commented that at the last Board meeting, as well as this meeting, there has been discussion that the Board go on record in its feelings about the importance of teacher training.

Mr. Stipes moved the adoption of the following resolution:

WHEREAS, there now exists throughout the State of Illinois a serious shortage of qualified teachers for the common schools of the State, and,

WHEREAS, population statistics indicate that this shortage will become more severe during the years ahead, and

WHEREAS, the Board has been informed that the need for teachers will be especially great in the northern part of the State, and,

WHEREAS, the Board has caused to be made a study of the establishment, legal authorization, and services of the Illinois Teachers Colleges and of similar institutions in other states (Report No. 32 of the Executive Officer and Educational Co-ordinator) which study demonstrated the wisdom of the State's maintaining the primary function of teacher education in its teachers colleges and the potential dangers to teacher education of altering the character of its teachers colleges to multi-purpose universities;

THEREFORE, BE IT RESOLVED, That the Teachers College Board affirm its determination to continue to do everything within its power to strengthen teacher education in Illinois and to seek to improve the work and expand the services of the teachers colleges, and,

That the Teachers College Board record its opposition to any change which would, in any way, divert any of its colleges from its statutory function of preparing teachers, and,

That the Teachers College Board express its considered judgment that the best interests of teacher education will be served by the continuance of Northern Illinois State Teachers College as a

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teachers college under the control of the Teachers College Board, and,

That the Teachers College Board direct that a copy of this resolution and Report No. 32 of the Executive Officer and Educational Coordinator be sent to the Governor, each member of the Legislature, and the Governor's Commission on Higher Education.

The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

NEW BUSINESS

Mr. Watson reported that the authorities at Northern Illinois State Teachers College would like Board consideration of changing the name of the college to Northern Illinois State College.

Following considerable discussion, Mr. Watson moved the adoption of the following resolution:

WHEREAS, The officials of Northern Illinois State Teachers College believe that changing the name of Northern Illinois State Teachers College to Northern Illinois State College will result in better teacher education, and,

WHEREAS, Attention of students not now interested in teacher education who by campus contact are likely to acquire such interest;

THEREFORE, BE IT RESOLVED, That the Teachers College Board approve the request for legislation necessary to change the title of Northern Illinois State Teachers College to Northern Illinois State College with the rights and privileges formerly accorded by Northern Illinois State Teachers College.

The motion was seconded by Mr. Hollingsworth, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Walker | Aye | |

The motion was unanimously carried.

Mr. Watson next reported that the City of DeKalb is contemplating a bond issue for storm sewers, and if the bond issue passes, Mr. Watson believes Northern Illinois State Teachers College should tie

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into it. (This matter was presented for the information of the Board.)

Mr. Watson next reported that there are several streets on the campus at Northern Illinois State Teachers College that have never been named. Mr. Watson recommended that this matter be presented to the students for their recommendations and then the names chosen by them will be presented to the Board for their further consideration and action. The Board concurred in this recommendation.

Chairman Walker presented for the discussion of the Board the matter of the Public Relations Department at each of the colleges, stating that a large sum of money is being spent by these departments recruiting students even though the colleges are not capable of handling any more students at the present time; Chairman Walker raised the question of whether or not these departments should be abolished for a while.

Chairman Walker then called on each of the Presidents to speak on this matter.

Dr. Beu stated that, at Western, approximately \$14,000 per year is being spent by this department. He further stated this department does not go out of their own territory, except on request, and this department is not devoted to recruiting but to public relations; that is, publicity in newspapers, magazines, on radio, etc.

Dr. Buzzard spoke next, stating that southeastern Illinois is different than other parts of the State, and those at Eastern try to make sure that the young people who are graduating from high school realize the opportunities the State offers on Eastern's campus for teacher education. He further stated those at Eastern speak to groups only on invitation to try to sell teacher education.

Dr. Larsen remarked that at I.S.N.U. they feel this department is needed so the State will know the needs of the colleges for more buildings and how great the need is for teacher education.

Dr. Holmes stated that, about four years ago, the Board went on record approving the colleges doing work in public relations and telling the story of teacher education. He further stated that he felt these departments are needed at this time to tell the story of teacher education because there is such a demand for teachers.

Chairman Walker then suggested that, since there seems to be a difference in opinion in the meaning of public relations (that is, if it means publicity or recruiting), a committee be appointed to study this matter of public relations.

Following considerable discussion, Mr. Hollingsworth moved that a committee be appointed by Chairman Walker to investigate and recommend a policy in regard to public relations. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

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| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Chairman Walker appointed the following committee to investigate the matter regarding public relations at the colleges and asked that the committee present their report to the Board not later than the April meeting:

| | | |
|---------------------|----------|-------------|
| Mr. Houle, Chairman | Mr. Ropp | Mr. Summers |
|---------------------|----------|-------------|

At the January meeting, a special committee was appointed to study the fees charged the students at the colleges.

In the absence of Dr. Reavis, Chairman of this special committee, Dr. Browne reported this committee had met, studied the matter, and presented the following recommendations:

1. The registration fee, which is sometimes called tuition fee, shall be uniform at all of the colleges at a rate of \$60 per year.
2. Although the activity fee need not be uniform at all of the colleges, it shall be approved by the Board on recommendation of the college and the reimbursement made by the State for scholarship students shall be limited to \$30 per year.
3. The bond revenue charges shall be fixed by the Board and shall be in addition to the registration and activity fees, as above stated, and shall be paid by all students.

Dr. Browne stated that the above recommendations will increase the total cost per year of all students except those attending Eastern Illinois State College unless activity fees are reduced.

Following considerable discussion, Mr. Houle moved that the recommendations of the special committee to study fees charged students at the colleges, as presented by Dr. Browne, be accepted. The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

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INFORMAL REPORTS OF PRESIDENTS

Western Illinois State College

Dr. Beu presented his informal report on Western Illinois State College, together with Supplements No. 1 and No. 2.

Mr. Dunbar, Chairman of Western's Advisory Committee, requested to speak on behalf of Dr. Beu in presenting the requests of Western Illinois State College.

At the January meeting, Western was authorized to secure bids, not to exceed \$11,000, for rehabilitation of three rooms in the basement of the Administration Building to provide for a graduate study library, reading room, and additional stack room for the library.

Mr. Dunbar reported that bids were received and opened on February 7 for the above project, and the authorities and Advisory Committee at Western recommend the acceptance of the low bid as submitted by G. F. Vail and Sons, Inc., in the amount of \$7,484, for the rehabilitation of the three rooms in the basement of the Administration Building.

At the January meeting, Petersburg Plumbing and Heating Company was the low and successful bidder for the air conditioning and ventilating of the library rooms in the Administration Building at Western. Mr. Dunbar reported that in addition to their base bid there were listed four alternates - No. 1 being the air conditioning and ventilating of the three rooms in the basement of the Administration Building for the sum of \$2,954.

Mr. Dunbar requested that Alternate No. 1, in the amount of \$2,954, as submitted by Petersburg Plumbing and Heating Company be accepted as an alternate to the rehabilitation of the three rooms in the basement of the Administration Building at Western.

Following considerable discussion, Mr. Dunbar moved the approval of the following:

1. Acceptance of the low bid submitted by G. F. Vail and Sons, Inc., in the amount of \$7,484, for rehabilitation of three rooms in the basement of the Administration Building at Western.
2. Acceptance of the low bid submitted by Petersburg Plumbing and Heating Company on Alternate No. 1, originally submitted with their proposal for the air conditioning and ventilating of the library rooms in the Administration Building, in the amount of \$2,954, for the installation of a 3-ton unit, including ventilating and installation of proper vent pipes for the complete air conditioning of the three rooms in the basement of the Administration Building at Western.

(To be paid out of Rehabilitation Appropriation allotted to Western Illinois State College.)

The motion was seconded by Mr. Watson, roll was called, and the voate was as follows:

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| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Dunbar next reported that the revised plans for the Science Building at Western called for asphalt tile in the following areas:

Corridors Nos. 121, 122, 123, 123-A
 Vestibule 200, 300, 400, 100, 100-A, o-A
 All treads and landings on Stairs Nos. 1 and 2

Since, through experience, experimentation, and actual use, Western has found Linotile far superior in maintenance and wearing quality than asphalt tile in heavy traffic areas, and since Western has received approximately \$40,000 from credits on hardware and light fixtures, Mr. Dunbar requested acceptance of the proposal submitted by Tunnick Construction Corporation, in the amount of \$3,825, to cover the additional cost of installing Linotile.

Following some discussion, Mr. Summers moved the acceptance of the proposal submitted by Tunnick Construction Corporation, in the amount of \$3,825, to cover the additional cost of installing Linotile, instead of asphalt tile, in the following areas in the Science Building at Western:

Corridors Nos. 121, 122, 123, 123-A
 Vestibule 200, 300, 400, 100, 100-A, o-A
 All treads and landings on Stairs Nos. 1 and 2

(To be paid out of funds appropriated for the Science Building at Western Illinois State College.)

The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Dunbar next reported that bids for the equipment and supplies for the Science Building at Western Illinois State College were opened on February 12. He further reported that there were so many bids received it had been impossible to make a complete tabulation of bids, but a portion of the tabulation had been presented and discussed with the Finance Committee Sunday evening.

Since time is an important factor in the awarding of the contracts for the equipment and supplies for the Science Building, Mr. Dunbar

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moved that the Advisory Committee of Western Illinois State College, together with Dr. Browne, Mr. Samoore, and Mr. Dunn, be allowed to act on awarding of contracts on bids received for the equipment and supplies for the Science Building at Western Illinois State College. (To be paid out of funds allotted for equipment and supplies in the appropriation for the Science Building.) The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Dunbar next reported that the bids for the site work for the Science Building at Western are to be opened February 18, 1955.

Following some discussion, Mr. Ropp moved that the Advisory Committee of Western, together with Dr. Browne, Mr. Samoore, and Mr. Dunn, be allowed to award contract for the site work for the Science Building at Western, if bid is within the amount approved by the Board (\$65,000 minus fees for drawing of plans). (To be paid out of funds allotted for site work in the appropriation for the Science Building.) The motion was seconded by Mr. Hollingsworth, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Dunbar next reported that, on April 1, 1955, the Board is authorized to call Bonds No. 117 through 127 of the Series 1950 Stadium Revenue Bonds at Western Illinois State College.

Mr. Dunbar presented the following resolution:

RESOLUTION calling for prepayment \$11,000, 3% Stadium Revenue Bonds, Series of 1950, of The Teachers College Board of the State of Illinois for Western Illinois State College at Macomb, Illinois.

BE IT RESOLVED by the Teachers College Board of the State of Illinois, as follows:

Section 1. That the presently outstanding Stadium Revenue Bonds, Series of 1950, of The Teachers College Board of the State of Illinois for Western Illinois State College at Macomb, Illinois, dated April 1, 1950, numbered 117 to 127, inclusive, of the denomination of \$1,000 each, bearing interest at the rate of 3% per

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annum, due \$7,000 on April 1, 1979 and \$4,000 on April 1, 1980, but redeemable at the option of The Teachers College Board prior to their maturity in inverse numerical order on April 1, 1955, at par and accrued interest, and a premium of three per cent (3%) of the principal amount thereof, be and are hereby called for payment on April 1, 1955, all in accordance with and as provided for in the resolution authorizing said bonds.

Section 2. That the Secretary of The Teachers College Board be and is hereby directed to give notice of such redemption by publication in a newspaper published and of general circulation in the City of Chicago, said publication to be made not less than thirty days prior to said date of redemption, and said notice shall be in substantially the following form:

NOTICE OF REDEMPTION

\$11,000

THE TEACHERS COLLEGE BOARD OF THE STATE OF ILLINOIS
FOR WESTERN ILLINOIS STATE COLLEGE AT MACOMB, ILLINOIS

3% Stadium Revenue Bonds, Series of 1950
Dated April 1, 1950

Numbers 117 to 127, inclusive

The holders of said 3% Stadium Revenue Bonds, Series of 1950, are hereby notified that the same should be presented for payment on April 1, 1955, at The First National Bank of Chicago, Chicago, Illinois, at par and accrued interest, and a premium of three per cent (3%) of the principal amount thereof.

Any of said so described bonds not so presented for payment on April 1, 1955, shall cease to bear interest from and after said date.

Section 3. That this resolution shall be in full force and effect upon its passage.

Following but little discussion, Mr. Stipes moved the adoption of the foregoing resolution. The motion was seconded by Mr. Hollingsworth, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Dunbar next reported that, in accordance with the bond resolution for Seal Hall at Western Illinois State College, which stated that the Board will take such action and charge such fees as are necessary to assure the occupancy of the dormitory and thus obtain the revenue necessary to pay off the bonds, the authorities at Western request approval of the following regulation, to be enforced at Western

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starting with the fall term 1955:

1. All men students admitted to Western on probation be required to live in Seal Hall. In this way the dean of men and his assistant will be able to check better on their study habits and general conduct in college.
2. Beginning with the fall quarter 1955, and thereafter, all single men students, who are admitted to the college, be required to live in Seal Hall until all the rooms in said dormitory have been contracted for for that quarter. Exceptions will be permitted in case of lack of funds or in such a case as we have this year where we have four boys from one family who are living together and doing light housekeeping. The exceptions will be determined by the dean of men and his assistant.

Mr. Hollingsworth moved the approval of the regulation for Seal Hall, as above presented by Mr. Dunbar. The motion was seconded by Mr. Houle, and unanimously carried.

In concluding, Mr. Dunbar reported that Tunnicliff Construction Corporation has requested Board approval of the payment of \$20,000 from their retainage fee on their contract on Seal Hall and \$50,000 from their retainage fee on their contract on the Science Building. (Both buildings under construction at Western Illinois State College.)

Mr. Dunn reported that the Travelers Indemnity Company, who has completion bonds on both of Tunnicliff's contracts, has signed a certificate covering each contract, agreeing to the payment of the above said monies to Tunnicliff Construction Corporation.

After considerable discussion, Mr. Stipes moved the approval of the payment of \$20,000 to Tunnicliff Construction Corporation from their retainage fee on their contract on the Men's Residence Hall (Seal Hall) at Western Illinois State College. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Watson | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers moved the approval of the payment of \$50,000 to Tunnicliff Construction Corporation from their retainage fee on their contract on the Science Building at Western Illinois State College. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

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| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Beu requested approval of the following charges at Western Illinois State College, to become effective the fall term of 1955:

| | |
|--------------|----------------|
| Activity Fee | \$ 24 per year |
| Bond Revenue | 6 per year |
| Total | \$ 30 per year |

Mr. Dunbar moved the approval of the foregoing charges at Western Illinois State College. The motion was seconded by Mr. Hollingsworth, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

At this time, Chairman Walker called on Mr. Dunn for a report.

Mr. Dunn reported that the work on the Women's Residence Hall at Northern Illinois State Teachers College is going along smoothly.

Mr. Dunn next reported that the authorities at Illinois State Normal University had contacted him regarding the matter of whose name should appear on the \$5,000 Surety Bond (for Custodian of property) for I.S.N.U. Mr. Dunn stated that at present this Surety Bond is in the name of President Fairchild, and since it is up for renewal, the authorities at I.S.N.U. would like the recommendation of the Board as to whose name should appear on this bond. Mr. Dunn recommended that the Surety Bond be changed from the name of President Fairchild to Acting President Larsen.

After but little discussion, Mr. Ropp moved the acceptance of Mr. Dunn's recommendation that the \$5,000 Surety Bond at Illinois State Normal University be changed from the name of President Fairchild to Acting President Larsen. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

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Illinois State Normal University

Dr. Larsen presented his informal report on Illinois State Normal University, together with Supplement, and asked that the following be added to his report:

I. FACULTY

5. Change in Rate

- a. Mrs. Joyce Evans, Substitute Instructor, Department of Education and Psychology, from \$210 to \$325 per month.

A discussion was held on the request in Dr. Larsen's Supplement report regarding the purchase of light bulbs.

Mr. Stipes moved that the authorities at Illinois State Normal University be instructed to readvertise for bids on their light bulb requirements, stating specifically the brand name of bulbs they are interested in. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Larsen presented the following recommendation for changes in the residence hall rates to begin with the fall semester of 1955:

| | |
|--|-------------------------|
| Old Section of Fell Hall and Smith Hall | - \$297.00 per semester |
| Dunn-Barton & New Residence Hall for Women | - 315.00 per semester |
| New Sections of Fell Hall | - 333.00 per semester |

Following considerable discussion, Mr. Ropp moved the approval of the foregoing recommendation on changes in the residence hall rates at Illinois State Normal University. The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Ropp moved the approval of the informal report on Illinois State Normal University, together with addition, as presented by Dr. Larsen. The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

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| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Larsen next requested approval of the following charges at Illinois State Normal University, to become effective the fall term of 1955:

| | |
|-------------------|-----------------------|
| Registration | \$ 60 per year |
| Activity Fee | 28 per year |
| Book Fee | 10 per year |
| Student Union Fee | 22 per year |
| Total | \$120 per year |

Mr. Ropp moved the approval of the foregoing charges at Illinois State Normal University. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Larsen next reported that on March 3, 1955 bids will be opened for the Student Union Building at I.S.N.U.

Mr. Ensign requested permission to present to the Board a situation that has arisen at Illinois State Normal University regarding an employee who was given a pre-examination by the college physician before being employed and then after being employed and given final examination was found to be non-acceptable by the University Retirement System.

Mr. Stipes stated that the teachers colleges have been the best performers to keep bad risks out of their employment, but he suggested that if the authorities of I.S.N.U. want to certify this employee for them to do so as this is not a matter of action for the Teachers College Board.

Chairman Walker recommended that the authorities of Illinois State Normal University handle this matter as they see fit. The Board concurred in this recommendation.

Dr. Larsen next reported that, to date, Illinois State Normal University has on hand \$86,431 from contributions for the construction of the Student Union Building.

In concluding his report, Dr. Larsen inquired whether or not it is possible for a faculty member, who receives full-time pay, at I.S.N.U. to take courses at I.S.N.U. whereby he will receive credits. He explained that these credits will not enable the individual to receive a degree from I.S.N.U. but will enable him to receive a degree

TEACHERS COLLEGE BOARD

from some other school; he further explained that the courses the individual would be taking at I.S.N.U. would be for background material towards a degree at another college.

Following considerable discussion, Dr. Browne recommended that the Policy and Procedure Committee investigate this rule. The Board concurred in Dr. Browne's recommendation.

Eastern Illinois State College

Dr. Buzzard presented his informal report on Eastern Illinois State College.

Following but little discussion, Mr. Stipes moved the approval of the informal report as presented by Dr. Buzzard on Eastern Illinois State College. The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Buzzard presented the abstract and warranty deed on the gift of land to Eastern from Mrs. C. H. Douglas, of Mattoon.

Northern Illinois State Teachers College

Dr. Holmes presented his informal report on Northern Illinois State Teachers College, with the following correction:

FACULTY - Mr. John Sohne to be Assistant Athletic Director.

Dr. Holmes reported in his informal report that the intercommunication system in Williston Hall is badly in need of repairs and requested approval of the purchase and installation of equipment, listed below, and the balance of the system rehabilitated and put into good operating condition at an estimated cost not to exceed \$2,000:

| | |
|---|--------------------|
| Purchase one (1) TSB 10A-90 Telephone Switchboard 90-line size, complete with desk handset for operator, manufactured by the S. H. Couch Company, net price \$840; new telephones be installed in rooms 104 and 111 and in the center lobby of the fourth floor; repair parts for other telephones be purchased and where telephones are found to be beyond repair, new instruments be purchased; estimated cost of equipment described | \$ 1,200.00 |
| Total estimated labor cost, not to exceed | 800.00 |
| | <u>\$ 2,000.00</u> |

(To be paid out of the Depreciation Account - Series 1950 Bond Revenue Fund.)

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Mr. Stipes remarked that the colleges have been very fortunate over the years in having such good men as directors of athletics.

Following some discussion, Mr. Watson moved the approval of the informal report, with correction, as submitted by Dr. Holmes on Northern Illinois State Teachers College. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Holmes next presented a tabulation of bids received for springs and mattresses, 374 units each, for Neptune Hall at Northern Illinois State Teachers College and recommended the following:

1. Acceptance of the low specified bid submitted by Mandel Brothers, in the amount of \$3,044.36, for springs, 374 units.
2. Acceptance of the low bid - Alternate No. 1, submitted by Karroll's Inc., in the amount of \$6,720.78, for mattresses, 374 units.

(To be paid out of funds allotted for furnishings in the Series 1953 Bond Revenue Fund.)

Mr. Watson moved the approval of the recommendations, as above listed, for the purchase of springs and mattresses (374 units each) for Neptune Hall at Northern Illinois State Teachers College. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Holmes requested approval of the following charges at Northern Illinois State Teachers College, to become effective the fall term of 1955:

| | |
|------------------|-----------------------|
| Registration | \$ 60 per year |
| Activity Fee | 30 per year |
| Bond Revenue Fee | 11 per year |
| Total | <u>\$101 per year</u> |

Mr. Houle moved the approval of the foregoing charges at Northern Illinois State Teachers College. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

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| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

REPORTS OF COMMITTEES

Mr. Stipes, Chairman of the Finance Committee, reported that it has been found that no action has been taken on the awarding of contract for the air conditioning of Milner Library at Illinois State Normal University. (Bids were presented at the January 17, 1955 meeting.)

Mr. Stipes moved the acceptance of the low bid and awarding of contract, in the amount of \$40,081.00 (plus performance bond in the amount of \$400.81) to Robt. H. Bishop for air conditioning Milner Library at Illinois State Normal University and that equipment, in the amount of \$6,000.00, be purchased from Worthington Corporation. (To be paid from the following sources: \$6,000.00, Equipment-General Revenue; \$20,780.00, Contingencies-Income Fund Educational Operations; and \$19,701.81, Contractual Services-General Revenue.) The motion was seconded by Mr. Ropp, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Chairman Walker reappointed Mr. Summers for another term as Teachers College Board representative on the University Merit Board.

Mr. Summers, Chairman of the Building Committee, reported that the Building Committee had reviewed the tabulation of bids received on the rehabilitation of the Cafeteria and Student Union Buildings at Northern Illinois State Teachers College and found they exceeded the amount provided for this project; the bids received amounted to \$81,000 whereas only \$60,000 had been allocated in the Series 1953 Bond Revenue Fund.

Mr. Summers presented the following recommendation of the Building Committee:

That the plans and specifications for rehabilitation of the Student Union and Cafeteria Buildings at Northern Illinois State Teachers College be reviewed by the architects and the administration at Northern, in the light of bids received, with a view toward reducing the cost to a maximum of \$67,000 to \$68,000, and that the Building Committee be given the power to act for the Board in

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awarding contracts to the low bidders as soon as possible. (To be paid with funds allotted for the remodeling of the Student Union and Cafeteria in the Series 1953 Bond Revenue Fund.)

Following some discussion, Mr. Summers moved the approval of the foregoing recommendation of the Building Committee. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|--------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that there is approximately \$26,138 in the Contingency Account - Series 1953 Bond Revenue Fund at Northern that has not been allocated.

Mr. Summers moved that the Board authorize the release of sufficient money from the Contingency Account - Series 1953 Bond Revenue Fund at Northern to pay the additional amount beyond the \$60,000 already allocated by the Board for the rehabilitation of the Student Union and Cafeteria Buildings at Northern Illinois State Teachers College. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Absent | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

There being no further business to come before the Board at this time, Chairman Walker adjourned the meeting until the next regularly scheduled meeting on Monday, March 21, 1955, at Springfield, Illinois.

LEWIS M. WALKER, Chairman

CHAS. G. LANPHIER, Secretary

MINUTES OF MEETING OF THE TEACHERS COLLEGE BOARD Leland Hotel Springfield, Illinois March 21, 1955

The regularly scheduled meeting of the Teachers College Board

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and the college Presidents convened at 9:00 A.M., Monday, March 21, 1955, in the Leland Hotel, Springfield, Illinois. Lewis M. Walker, Chairman of the Board, presided.

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

| | |
|--------------------------------------|-----------------------|
| Mr. Lewis M. Walker, Chairman | Mr. J. A. Houle, Jr. |
| Mr. R. A. Stipes, Jr., Vice-Chairman | Dr. Vernon L. Nickell |
| Mr. Carl Dunbar | Mr. Clarence Ropp |
| Mr. Morton H. Hollingsworth | Mr. Alexander Summers |
| Mr. Chauncey B. Watson, Sr. | |

The following members were absent:

| | |
|------------------------------|-----------------------|
| Mrs. Harriet Lowden Madlener | Dr. William C. Reavis |
|------------------------------|-----------------------|

Also present were the following:

Dr. Robert G. Buzzard, President
Mr. Raymond R. Gree, Business Manager
Eastern Illinois State College

Dr. Arthur H. Larsen, Acting President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University

Dr. F. A. Beu, President
Western Illinois State College

Dr. Leslie A. Holmes, President
Mr. Z. H. Dorland, Director of Business Service
Northern Illinois State Teachers College

Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Mr. Arthur Sammoore, Supervising Accountant
Mr. Richard F. Dunn, Legal Counsel
Teachers College Board - General Office

Chairman Walker advised the members that he had talked to Dr. Reavis, who is in St. Luke's Hospital, and that Dr. Reavis is feeling much better. Dr. Reavis assured Chairman Walker that he will be at the April meeting, and he asked Chairman Walker to extend his regards to the Board.

The first matter of business before the Board was the approval of the minutes of the meeting on February 14, 1955. There being no corrections to said minutes, Mr. Stipes moved that the minutes of the meeting on February 14, 1955 be approved as submitted. The motion was seconded by Mr. Houle, and unanimously carried.

Chairman Walker asked the Board to depart from the order of the agenda and at this time have the reports of the officers of the Board.

REPORTS OF OFFICERS OF THE BOARD

Chairman Walker presented the report of the Educational Division of the Commission to Visit and Examine State Institutions. He called

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attention to an appraisal of the Teachers College Board in this report which stated, "the Committee was impressed of the capacity, industry and devotion manifested by the members of the Board." Chairman Walker stated that this is as high a compliment as anyone could pay a group of people who are working in the interest of teacher education. The report went on to recite many of the outstanding things the Teachers College Board has done at the schools in the interest of teacher education, and in providing for the housing of the students by bond revenue projects without any cost to the State.

Chairman Walker stated that the teachers colleges of the State have lost a very, very good friend in Senator Frank Johnson, who passed away recently.

Mr. Stipes moved that Dr. Browne send a note of condolence to Mrs. Johnson, on behalf of the Teachers College Board, and that Dr. Browne should also send a note to Senator Elbert Smith, Chairman of the Commission to Visit and Examine State Institutions, saying that the Chairman of the Board called attention to their report and that the Board appreciates their comments very much and ask them to join with the Teachers College Board again next year in another Board meeting. The motion was seconded by Mr. Summers, and unanimously carried.

Dr. Browne, presented his Report No. 33 as Executive Officer and Educational Coordinator which consisted of four parts; namely, Part I. Revision of Board By-Laws and Practices; Part II. Legislation; Part III. Proposed Changes in Accounting and Vouchering; Part IV. Meals Provided College Guests.

Dr. Browne stated that the revisions of the Board By-Laws and Practices as outlined in Part I. of his report, have been considered by Dr. Reavis, Chairman of the Policy and Procedure Committee. Since the most recent printing of the By-Laws and Practices is January 1, 1953, Dr. Browne presented these revisions for the consideration of the Board so an up-to-date revision can be printed.

Following considerable discussion, Mr. Summers moved the approval of Part I. of Dr. Browne's Report No. 33, with the following correction:

Revision of Board Practices - No. 44, Page 21. The maximum yearly salaries paid to business managers shall be \$8,400 and to publicity directors (directors of public relations or regional services) \$8,100.

The motion was seconded by Dr. Nickell, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

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The motion was unanimously carried.

Regarding Part II. of his report, Dr. Browne discussed each bill as listed. He called particular attention to H.B. 51 which would authorize the Auditor of Public Accounts to sell surplus property, stating that he and representatives of the University of Illinois and Southern Illinois University have met regarding the possibility of the State Auditor declaring bond revenue or auxiliary enterprises property as surplus since this particular property does not belong to the State. Dr. Browne Remarked that they had asked the State Auditor to include in this law an exemption of bond revenue property but the Auditor does not wish to do so.

Mr. Stipes requested that further discussion of H.B. 51 be postponed until later in the meeting to enable the Finance Committee to discuss this matter with Mr. Shields. The Board concurred in Mr. Stipes' request.

Regarding S.B.266 (changing of the name of Northern Illinois State Teachers College to Northern Illinois University), Dr. Browne asked Mr. Watson to speak on this. Mr. Watson reported that Senator Collins introduced the bill with the understanding that on the second reading it would be amended to read Northern Illinois State College. Mr. Watson said, "The idea of the Governor and Senator Collins is to follow the recommendation of the Board in changing the name to Northern Illinois State College."

Dr. Browne explained in full Part III. of his report regarding the proposed changes in accounting and vouchering for the colleges.

Mr. Stipes stated that the Finance Committee, together with the General Office, has had several meetings with the Auditor of Public Accounts on the proposed procedure and that the State Auditor requested that this matter be presented to the Board for their consideration and action. The Finance Committee recommended the approval of the proposed changes as outlined in Dr. Browne's report.

Mr. Stipes moved the acceptance of Part III. of Dr. Browne's Report No. 33. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

In addition to his report, Dr. Browne reported that one of the colleges has inquired whether or not it would be possible to have the signatures of the Chairman and Secretary of the Board printed, with steel plates, on diplomas. Dr. Browne recommended the approval of the use of steel plates for the printing of the signatures of the Chairman and the Secretary of the Board on diplomas. The Board

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concurred in Dr. Browne's recommendation.

In concluding his report as Executive Officer, Dr. Browne reported that he has been working on his Report No. 32 in bringing it up-to-date according to the resolution of the Board at the February meeting. Because of certain matters, Dr. Browne suggested that the portion relative to Southern Illinois University be deleted from his Report No. 32.

Mr. Houle moved that, on the suggestion of Dr. Browne, the portion relative to Southern Illinois University be deleted from Dr. Browne's Report No. 32. The motion was seconded by Mr. Ropp, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | eye | |

The motion was unanimously carried.

Dr. Buzzard inquired whether or not faculty wives could be allowed to take college courses without paying tuition. Since there is no Board rule on this, Dr. Buzzard asked permission for the Presidents, together with Dr. Browne, to meet and discuss the possibility of this being allowed. The Board granted permission to this request.

Illinois State Normal University

Since Mr. Ropp had to leave the meeting early, Chairman Walker called on Dr. Larsen for his informal report on Illinois State Normal University.

Dr. Larsen presented his informal report on Illinois State Normal University with the following requests:

1. In compliance with an agreement made with the Town of Normal, at the time Sudduth Road was vacated, for I.S.N.U. to replace and reroute the water main located in Sudduth Road, I.S.N.U. advertised for bids and said bids were opened on Tuesday, March 15. An understanding was reached with the Water Committee of the Town of Normal that I.S.N.U. would accept the responsibility for fulfilling their obligation to replace the 6" mains and the Town of Normal had the option of paying the additional cost of the alternates if they desired the larger size main. Since the Town of Normal wishes to accept the larger size mains and pay the difference between the low bid for the 6" mains and the low bid on the 8" and 10" mains, the authorities of I.S.N.U. recommended the acceptance of the bid of C. W. Moss and R. P. Johnson, low bidders when the larger mains are considered, in the amount of \$5,197.20 of which the obligation on the part of I.S.N.U. is not to exceed \$4,169.80 plus engineering fees of 7%. (To be paid with funds appropriated for Contractual Services - Income Fund-Educational Operations.)

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2. Acceptance of the bid of Illini Pest Control and Service, in the amount of \$1,983.00, for the spraying of all elm trees on I.S.N.U.'s campus. (To be paid with funds appropriated for Contractual Services - General Revenue.)
3. Acceptance of the low bid submitted by Springfield Electric Supply Co., in the amount of \$11,160.03, for the light bulb requirements of I.S.N.U. (To be paid with funds appropriated for Commodities - Income Fund-Educational Operations.)
4. Acceptance of the quotation of the General Electric Company, in the amount of \$3,236.23, to complete the campus lighting program at I.S.N.U. as follows:

| | |
|---|-------------|
| American concrete streetlighting standard with type P fitter, pre-cast butt base (32 @ \$148.00, each less 50%) | \$2,368.00 |
| Form 33 post-top luminaries (33 @ \$59.80 each less 56%) | 868.23 |
| Total | \$ 3,236.23 |

(To be paid with funds appropriated for Commodities - Income Fund-Educational Operations.)

5. Acceptance of the quotation of Panoramic Radio Products, Inc., in the amount of \$2,092.56, for the purchase of a sonic analyzer as follows:

| | |
|------------------------------------|------------|
| Panoramic Sonic Analyzer | \$1,800.00 |
| Sonic Response Indicator | 225.00 |
| Signal Switcher | 67.50 |
| Total | \$2,092.50 |

(To be paid with funds appropriated for Equipment - General Revenue.)

Following some discussion, Mr. Ropp moved the acceptance of the informal report on Illinois State Normal University as presented by Dr. Larsen. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absetn | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Larsen next reported that the Town of Normal contemplates erecting an overhead water tower and the officials of Normal believe the best location for this water tower is on the University Farm. The officials of Normal have stated that the tower will require a piece of property approximately 150' x 150' and would like to put it either on the north or south side of the house on the farm. Dr.

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Larsen stated that the administration of Illinois State Normal University recommends that approval be given the Town of Normal to erect this overhead water tower on the University Farm and that the officials of Illinois State Normal University be given authority to make the final approval as to the location of the tower.

Mr. Dunn stated he had investigated this matter and sees no reason why it should not be allowed. He further stated that a three-sided contract should be signed for the erection of the water tower and that there will also have to be a lease contract for the use of the property by the Town of Normal.

Following some discussion, Mr. Ropp moved that permission be granted for the Town of Normal to erect an overhead water tower on the University Farm at Illinois State Normal University and that the authorities at I.S.N.U. have final approval as to the location of said water tower. The motion was seconded by Dr. Nickell, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Ropp inquired about the investment of Auxiliary Enterprise surplus funds, stating he has been informed that there can be a more substantial gain if investments are extended over one or two years, instead of 91 day Bills.

Following some discussion, Mr. Ropp moved that the matter of investment of funds relative to Auxiliary Enterprise surplus funds at Illinois State Normal University be left with the Finance Committee with power to act. The motion was seconded by Dr. Nickell, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

ELECTION OF OFFICERS

The next matter of business before the Board was the election of officers. Chairman Walker turned the meeting over to Dr. Browne, Dr. Browne stated that nominations were in order for Chairman, to serve for a two-year term.

Mr. Dunbar nominated Mr. Walker for Chairman; the nomination was seconded by Mr. Hollingsworth. There being no further nominations, Mr. Summers moved that the nominations be closed and the

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Executive Officer be instructed to cast a unanimous ballot for Mr. Walker as Chairman. The motion was seconded by Dr. Nickell, and upon roll call for a vote on the motion, the Board unanimously elected Lewis M. Walker as Chairman.

Chairman Walker made the following comments:

"At this moment, I should be in a most gracious mood and am. I am highly appreciative of this compliment by electing me Chairman. I accept it, knowing full well that the next two years will be full of problems that will tax us all. We have had unusual cooperation from the members of this Board in the last two years in committee work. I have never had to apologize for what they have said, and we have never been disappointed in their efforts. As far as I am concerned, this is one of the finest Boards I have ever worked with, and there have been many. Furthermore, I like the words that Senator Smith used when he talked of 'our devotion to this work.' Attendance has been excellent, and our interest in the program of teacher education has never been disputed."

Chairman Walker stated that nominations were in order for Vice-Chairman. Mr. Summers nominated Mr. Stipes as Vice-Chairman; the nomination was seconded by Mr. Houle. There being no further nominations, Mr. Hollingsworth moved that the nominations be closed and a unanimous ballot be cast for Mr. Stipes as Vice-Chairman. The motion was seconded by Mr. Watson, and upon roll call for a vote on the motion, the Board unanimously elected R. A. Stipes, Jr., as Vice-Chairman.

Chairman Walker stated that nominations were in order for Secretary. Mr. Dunbar nominated Mr. Summers as Secretary; the nomination was seconded by Mr. Watson. There being no further nominations, Mr. Ropp moved that the nominations be closed and a unanimous ballot be cast for Mr. Summers as Secretary. The motion was seconded by Mr. Houle, and upon roll call for a vote on the motion, the Board unanimously elected Alexander Summers as Secretary.

Mr. Dunbar moved that the position of Financial Coordinator be discontinued as of June 30, 1955. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | eye | |

The motion was unanimously carried.

Mr. Hollingsworth moved that the Policy and Procedure Committee bring to the April meeting a revision of the By-Laws consistent with the action taken here today and that such notice of such change be sent to each member of the Board prior to the next meeting. The motion was seconded by Mr. Summers, roll was called, and the vote

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was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Eastern Illinois State College

Dr. Buzzard presented his informal report on Eastern Illinois State College.

Dr. Buzzard reported that at the January 17, 1955 meeting Eastern Illinois State College presented for the consideration of the Board two bids received on the repair and tuckpointing of the smokestack of the Heating Plant. The Board accepted the low bid submitted by Terre Haute Boiler Company. After this meeting, Dr. Buzzard found that three bids had been received. Dr. Buzzard requested reconsideration of the action taken by the Board at the January 17 meeting regarding the acceptance of the bid for the repair and tuckpointing of the smokestack of the Heating Plant.

Following considerable discussion, Dr. Browne presented the following resolution:

WHEREAS, the Board at its meeting on January 17, 1955, was informed that in connection with the repair and tuckpointing of the smokestack of the Heating Plant at Eastern Illinois State College the low bid was submitted by the Terre Haute Boiler Company, Terre Haute, Indiana, in the amount of \$2,535, and,

WHEREAS, the Board is now informed that in fact the low bid for this project was submitted by the Kern and Kern Company, of Owensboro, Kentucky, in the amount of \$1,372, and is satisfied that this bid was actually in possession of the college and was inadvertently overlooked by the college authorities.

THEREFORE, BE IT RESOLVED, that the action of the Board in accepting the bid of the Terre Haute Boiler Company, of Terre Haute, Indiana, was incorrect, and that the action taken by this Board at its January 17, 1955 meeting be reconsidered.

Mr. Stipes moved the approval of the foregoing resolution. The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

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Dr. Buzzard presented the three bids received on the repair and tuckpointing of the smokestack of the Heating Plant at Eastern Illinois State College and requested acceptance of the low bid submitted by Kern and Kern Company, in the amount of \$1,372, for this project.

Mr. Stipes moved the acceptance of the low bid and awarding of contract to Kern and Kern Company, in the amount of \$1,372, for the repair and tuckpointing of the smokestack of the Heating Plant at Eastern Illinois State College. (To be paid out of Rehabilitation Appropriation allotted to Eastern Illinois State College.) The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Stipes moved the approval of the informal report on Eastern Illinois State College as presented by Dr. Buzzard. The motion was seconded by Mr. Hollingsworth, roll was called, and the vote was as follows:

| | | | |
|-------------------|--------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |

The motion was unanimously carried.

Dr. Buzzard next reported that the college physician at Eastern Illinois State College has inquired whether or not the college will carry in its insurance plan a policy for malpractice for the College Health Service.

Chairman Walker called on Mr. Dunn for his opinion on this matter. Mr. Dunn stated that the services of the doctors of the colleges should be limited to avoid the possibility of a malpractice suit and duties should be confined to the clinic. Mr. Dunn stated further that he thought any claims in this connection are covered by the Court of Claims.

Following considerable discussion, Mr. Hollingsworth moved that the matter of a malpractice policy be referred to Mr. Dunn, legal counsel, for study and advise and for Mr. Dunn to report back to the Board at a later date. The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

PROCEEDINGS

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Western Illinois State College

Dr. Beu had no informal report on Western Illinois State College to present to the Board.

Dr. Dunbar called attention to the fact that Mr. Leroy (Stix) Morley, basketball coach at Western, had been delcared COACH OF THE YEAR. Mr. Dunbar stated it would be fitting and just that a letter of congratulations be sent to Mr. Morley and moved that Dr. Browne be instructed to write Mr. Morley, on behalf of the Board, and convey to him their congratulations on being chosen COACH OF THE YEAR. The motion was seconded by Mr. Watson, and unanimously carried.

Mr. Dunbar also stated that the Teachers College Board and the State of Illinois should be justly proud in the way both the members of the team and the students of Western conducted themselves at the tournament in Kansas City.

Northern Illinois State Teachers College

Dr. Holmes presented his informal report on Northern Illinois State Teachers College, with the following requests:

Storage Building

Approval of the purchase and erection of a quonset hut to be used for storage space for equipment (such as house mowers, tractors, sprayers, etc.) as follows:

| | |
|--|--------------------|
| A shell 36' in length and 24' in width | \$ 994.24 |
| 3 doors, 12' in width | 336.27 |
| | <u>\$ 1,330.51</u> |

(To be paid out of funds appropriated for Commodities - General Revenue.)

Erection of the building as follows:

| | |
|-------------------------------------|------------------|
| Foundation | \$ 360.00 |
| Erection, shell and doors | 440.00 |
| | <u>\$ 800.00</u> |

Floor, gravel, installed by grounds department.

(To be paid out of funds appropriated for Contractual Services - General Revenue.)

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Site Development - Neptune Hall and Proposed Buildings

Approval of contract with S. W. Knetsch Company and Associates for plans for site work on Neptune Hall and proposed sites of future buildings.

Miscellaneous

Acceptance of the low bids submitted by E. A. Hinrichs and Company for the purchase of the following items for Neptune Hall:

| | |
|------------|-------------|
| China | \$ 1,460.00 |
| Silverware | 715.20 |

(To be paid with funds made available for furnishings in the Women's Residence Hall bond issue.)

Approval of the release of \$45,447 from the Contingency Fund - Income Fund-Educational Operations to Personal Services - Income Fund-Educational Operations.

Considerable discussion was held on the request regarding the contract for plans for the side development on Neptune Hall and the proposed sites for future buildings at Northern.

Chairman Walker called on Mr. Dunn for his comments. Mr. Dunn stated that the contract is satisfactory to form.

Mr. Stipes stated that by the next Board meeting the Board will know the Governor's recommendations for the budget for capital expenditures, and he suggested that the Board postpone any action on this matter until the next meeting. Mr. Stipes also suggested that if Mr. Knetsch cares to do so at his own risk he could start on the plans to show what he would do in the area; and that Dr. Browne and Mr. Lanphier investigate the matter regarding the charge of architects' fees before any action is taken on this contract.

A discussion was held on the employment of Miss Nancy Schulenburg, dietitian at Northern. Dr. Holmes explained the necessity of hiring Miss Schulenburg, stating that she will have the responsibility in food planning and will assist the present food service director in the operation of the Food Service Division.

Mr. Stipes suggested that, in the future, no person be employed on just the approval of the Advisory Committee but that that person first have the approval of the Board.

Mr. Hollingsworth moved the approval of the informal report on Northern Illinois State Teachers College as presented by Dr. Holmes with the deletion of Item 3. Site Development - Neptune Hall and Proposed Buildings for consideration at the next Board meeting. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

PROCEEDINGS

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Absent |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Holmes next reported that the State convention of the Future Teachers of America is to be held at Northern on April 15-16. Since it was expected that Neptune Hall would be completed by April 15, the authorities at Northern made a commitment to the organization for the housing of the students attending this convention. Because of the delay in work, Neptune Hall will not be completed by this date. Dr. Holmes inquired if the Board would permit the use of that portion of Neptune Hall which will be completed. Considerable discussion was held and no action was taken on this matter as Dr. Holmes stated that Northern would make other arrangements for the housing of these students.

Mr. Watson inquired as to the Board's wishes regarding the placing of insurance for Neptune Hall. Mr. Stipes recommended that this matter be left to the local Board member for action after first consulting with Mr. Samoore on his suggestions as to the different kinds and amounts of insurance needed for this building. The Board concurred in this recommendation.

Mr. Dorland reported that Northern is in the process of buying numerous articles (such as furniture, supplies, glassware, silverware, dishes, etc.) for Neptune Hall and requested that the Advisory Committee and the authorities at Northern be allowed to act on awarding of contracts on bids received.

Dr. Browne recommended that the Advisory Committee of Northern Illinois State Teachers College, together with Dr. Browne, Mr. Samoore, and Mr. Dunn, be allowed to act on awarding of contracts on bids received for the various items for Neptune Hall. (This will be the same procedure as used in awarding of contracts for equipment and supplies for the Science Building at Western.) The Board concurred in Dr. Browne's recommendation.

NEW BUSINESS

Chairman Walker remarked that the next meeting of the Board is scheduled to be held at Western Illinois State College on April 18, 1955. Inasmuch as bond bids for the Student Union Building at Illinois State Normal University are to be opened at the next meeting, Chairman Walker recommended that the next meeting be held in Chicago and hotel reservations be made at the LaSalle Hotel. The Board concurred in this recommendation.

Mr. Stipes suggested that the morning session of the April meeting be held at the LaSalle Hotel and the afternoon meeting be held at the State of Illinois Building.

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REPORTS OF COMMITTEES

Before making his report, Mr. Summers asked to speak on an article appearing in the March issue of HARPER'S MAGAZINE about the future in education in the next twenty years. Mr. Summers read excerpts from the article, concluding with the statement that even though teachers will be needed we must seek out the best students to become teachers.

Mr. Summers, Chairman of the Building Committee, reported that the Building Committee had met and studied the tabulation of bids received for the Student Union Building at Illinois State Normal University. The Building Committee recommended that the following bidders be notified of the Board's intention to award contract, subject to the sale of bonds on April 18, 1955:

J. L. Wroan & Sons of Bloomington, Illinois, for the general work on the following basis: base bid plus additions, less deductions shown in breakdown, with the total contract to be \$464,150.00.

S. E. McDaniel & Son, of Decatur, Illinois, for the mechanical work on the following basis: base bid plus additions, with the total contract to be \$151,743.00.

Emmett-Scharf Electric Company of Bloomington, Illinois, for the electrical work on the following basis: base bid plus additions, with the total contract to be \$49,325.00.

Springman Sons Corporation, of Peoria, Illinois, for the pipe covering and insulation work on the following basis: base bid plus additions C1 and C2, with the total contract to be \$10,656.00.

Mr. Stipes moved the acceptance of the foregoing recommendation of the Building Committee as presented by Mr. Summers. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Mr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee recommends that the architects, Lundeen and Hilfinger, be instructed to proceed on a contingent basis with the plans and specifications for the proposed classroom building at Illinois State Normal University.

Mr. Summers moved the acceptance of the foregoing recommendation of the Building Committee. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

PROCEEDINGS

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Absent |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee recommends Eastern Illinois State College be given permission to revise drawings of its proposed laboratory school and to get estimates of the additional cost for double classrooms for grades one through six, with a report to be made by Dr. Buzzard at the April meeting.

Mr. Summers moved the acceptance of the foregoing recommendation of the Building Committee. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Absent |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee requests permission for Dr. Buzzard and himself to inquire as to the cost for the purchase of three residences adjoining the ground proposed as the location for a laboratory school at Eastern Illinois State College and to report back at the April meeting.

Mr. Watson moved the approval of the foregoing request as presented by Mr. Summers. The motion was seconded by Dr. Nickell, and unanimously carried.

Mr. Stipes, Chairman of the Finance Committee, reported on the investment of monies available in the various reserve accounts in the Revenue Bond projects, stating that the Board has almost \$600,000 invested in Government Bonds at the present time, not including the temporary investments of Construction Fund monies. Mr. Stipes reported further that, as a result of Board action about a year ago approving the investment of construction money while buildings are being built, Normal has earned \$5,504.16, Western has earned \$1,631.29, and Northern has earned \$4,947.28 from these investments.

Mr. Stipes also stated that, based on the record of past operations, it would appear that the Board could authorize the construction of another dormitory at Northern by pledging the surplus funds of their present dormitories on another issue.

Mr. Stipes next reported that the Finance Committee had met with Mr. Shields and he presented several items he wishes to discuss

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concerning the Student Union Building bond issue at Illinois State Normal University, which suggestions met with the approval of the Finance Committee, including the payment for the installation of a transformer bank out of funds appropriated for Rehabilitation purposes at a cost of \$2,365. At the present time, there is approximately \$9,200 available in the Rehabilitation Appropriation, and by following this procedure the construction cost of the Student Union Building will be reduced by \$2,365, thereby increasing the Contingency Fund by that amount. This procedure will necessitate the signing of an additional contract with the low bidder for the electrical work for this portion of his bid.

Mr. Stipes further reported that the Finance Committee had discussed H.B. 51 with Mr. Shields, and it was of the opinion that the bond revenue property is adequately protected from being declared surplus by the State Auditor.

Mr. Stipes next reported that the Finance Committee had discusses the possibility of changing the investments of Auxiliary Enterprise Funds to longer term Government Bonds instead of 91 day Bills, and it was decided that no change in the present procedure would be made at this time. Mr. Stipes pointed out that the law which permitted the colleges to retain income from Auxiliary Enterprises provided that any surplus funds were to be turned over to the State Treasurer. Consequently, the Finance Committee wishes each president to report to the Board, at its May meeting, his justification for retaining any surplus funds in their Auxiliary Enterprise operations after retaining any surplus funds in their Auxiliary Enterprise operations after June 30, 1955 before a definite program is adopted for the investing of these funds. The Board concurred in the suggestions contained in the report of the Finance Committee.

Mr. Stipes thanked Mr. Dunbar, Mr. Hollingsworth, Chairman Walker, and Dr. Browne for their splended cooperation in connection with the budget requests of the colleges and stated that he hoped to have an opportunity to say a few words at the next meeting after the Governor's budget message is made public.

Mr. Stipes next reported that a meeting has been set for April 4 for the Advisory Committee of Eastern Illinois State College, Mr. Shields, and Dr. Browne to meet with the administrative officials of Eastern to discuss the possibility of another dormitory at Eastern on the basis of their own income.

There being no further business to come before the Board at this time, Mr. Watson moved that the meeting stand adjourned until the next regularly scheduled meeting on April 18, 1955, in Chicago, Illinois. The motion was seconded by Mr. Summers, and unanimously carried.

LEWIS M. WALKER, Chairman
CHAS. G. LANPHIER, Secretary

PROCEEDINGS

REPORT OF THE EASTERN ILLINOIS STATE COLLEGE April 17-18, 1955

The following report concerning the Eastern Illinois State College is presented for your consideration:

I. STUDENTS

A. Enrollment for the Spring Quarter, 1955.

| 1. College | | | | Total One Year Ago |
|---------------|------------|--------------|--------------|-----------------------|
| <u>Class</u> | <u>Men</u> | <u>Women</u> | <u>Total</u> | |
| Graduate | 11 | 4 | 15 | 15 |
| Undergraduate | | | | |
| Freshmen | 399 | 252 | 651 | 461 |
| Sophomores | 251 | 127 | 378 | 295 |
| Juniors | 168 | 96 | 264 | 192 |
| Seniors | 115 | 102 | 217 | 198 |
| Unclassified | 10 | 2 | 12 | 12 |
| Total | 954 | 583 | 1,537 | 1,173 |

B. Extension Enrollment, Second Semester, 1954-55.

| 1. On Campus | <u>Men</u> | <u>Women</u> | <u>Total</u> | Total One Year Ago |
|----------------------------|------------|--------------|--------------|-----------------------|
| Graduate | 27 | 25 | 52 | 47 |
| Undergraduate | 8 | 53 | 61 | 28 |
| | 35 | 78 | 113 | 75 |
| 2. Off Campus | | | | |
| Graduate | — | — | — | — |
| Undergraduate | 20 | 100 | 120 | 272 |
| | 20 | 100 | 120 | 272 |
| Total Extension | | | | |
| Total Extension Enrollment | 55 | 178 | 233 | 347 |

C. Veteran Enrollment, Spring Quarter, 1955.

| | <u>1955</u> | Total One Year Ago |
|-------------------------------|-------------|-----------------------|
| Public Law No. 550 | 297 | 151 |
| Public Law No. 346 | 1 | 12 |
| Public Law No. 16 | 7 | 2 |
| Illinois Military Scholarship | 13 | 12 |
| Total | 318 | 177 |

D. Scholarship Report, 1954-55.

The following scholarships were recognized for the school year 1954-1955:

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| | <u>Fall</u> | <u>Winter</u> | <u>Spring</u> | <u>Total</u> |
|----------------------------------|-------------|---------------|---------------|--------------|
| 1. Teachers College Scholarships | | | | |
| Residence | 574 | 565 | 541 | 1680 |
| Extension | <u>8</u> | <u>--</u> | <u>6</u> | <u>14</u> |
| | 582 | 565 | 547 | 1694 |
| 2. Military Scholarships | | | | |
| Residence | 11 | 13 | 13 | 37 |
| Extension | <u>34</u> | <u>--</u> | <u>20</u> | <u>54</u> |
| | 45 | 13 | 33 | 91 |

Vouchers will be issued in the amount to cover the student activity fee for the Teachers College Scholarship students and the Military Scholarship students as indicated above.

E. Fall Quarter, 1954, Graduation

1. Graduation of George G. Lake as of December 3, 1954. Graduation necessary for military service.

II. FACULTY

A. Resignations, 1954-55

1. Harold F. Marker, Substitute in Mathematics, resigned effective February 28, 1955, because of increased business duties.
2. Robert Thrall, Substitute in Industrial Arts, resigned effective February 28, 1955, because he was not needed for the Spring Quarter.

B. Leaves of Absence, 1954-55

1. Dr. Byron K. Barton, Professor and Head of the Department of Geography, requested leave of absence without salary from February 1, 1955, to August 31, 1956.

C. Replacements, 1954-55

1. Richard L. Lawton as Substitute Assistant Professor of Geography to take over the classwork assigned to Dr. Barton, at a salary of \$4950 for nine months, effective February 1, 1955.
2. Charles F. Hill as replacement for Mr. Harold Marker in Mathematics at a salary of \$153.33, for three months, effective March 1, 1955.

C.1. New Positions for 1955-56

1. For the position authorized in Physical Science, Percy Scott Smith, A.B., 1943, Ph.D., Cornell University, 1951, as Assistant Professor at a salary of \$5400 for nine months. Dr. Smith has substituted for Robert C. Waddell for the last two years, 1953-55, and rendered superior service. We are accepting this period towards the required probation of three years.

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2. For the position authorized in Social Science, William Martin Armstrong, A.B., Bradley University, 1957; A.M., Louisiana State University, 1949; Ph.D., Stanford University, 1954, as Assistant Professor at a salary of \$5220 for nine months. Dr. Armstrong has substituted for Dr. Charles H. Coleman during the present year, 1954-55. We are accepting this year towards the required probationary period.

3. For the position authorized in Biology, Leonard Durham, B.S., 1949; M.S., 1950; Ph.D., University of Illinois, 1955, as Assistant Professor at a salary of \$5,040 for nine months, with the regular three year probationary period.

C.2. Replacements for 1955-56

1. For the work done by Dr. Mildred Whiting, deceased Head of the Department of Art, Erving G. Monroe, B.S. Tennessee State College (Murfreesboro) 1941; A.M., George Peabody College for Teachers, 1946; Graduate study, The State University of Iowa, 1950-53, as Assistant Professor of Art at a salary of \$5,040 for nine months, with the usual probationary period of three years. Mr. Monroe has served as a substitute for Dr. Whiting since January 3.

2. For the emergency position in English, filled with a faculty wife during 1954-55, (Mrs. Dorothy Countryman - Mrs. Elbert Moses), Lois E. Barr, B.A., College of Wooster, 1941; M.A., Tufts College, 1942; Ph.D., University of North Carolina, 1954, as Assistant Professor at a salary of \$5,040 for nine months, with the regular three year probationary period.

D. Substitutes, 1954-55

1. Employment of Mrs. Nancy Bormann as Substitute Instructor for Miss Chenault Kelly, on disability leave, at a salary of \$490 per month, effective February 1, 1955, during Miss Kelly's absence.

E. Change in Duty, 1954-55

1. Dr. Albert W. Brown, Assistant Professor of Geography, for duty as Acting Head of the Department of Geography during Dr. Barton's absence, and promoted to the rank of Associate Professor with increase in salary rate to \$5580 for nine months, effective February 1, 1955.

F. Addition to Substitute Instructor List for 1954-55, as listed on page 94 of the October 18, 1954, Report.

1. Mrs. Bette Johnson, B. Ed.

G. Affiliated Teachers for the Spring Quarter, 1955.

The following persons will appear on the May payroll as Faculty Assistants as indicated on the following page:

TEACHERS COLLEGE BOARD

| <u>Name</u> | <u>School</u> | <u>Assign.</u> | <u>Amount</u> |
|--------------------|---------------|----------------|---------------|
| Jeannette Baker | Mattoon | 1 | \$ 24.00 |
| Mervin Baker | Charleston | 4 | 96.00 |
| Ruth Bane | Decatur | 2 | 48.00 |
| Aaron Gray | Mattoon | 2 | 48.00 |
| William Brandvold | Mattoon | 1 | 24.00 |
| Mildred Bush | Marshall | 2 | 48.00 |
| Mildred Connell | Decatur | 3 | 72.00 |
| Gerald Cox | Decatur | 3 | 72.00 |
| Jack Douglass | Charleston | 4 | 96.00 |
| Mary Downen | Olney | 3 | 72.00 |
| Leon Elliott | Mattoon | 1 | 24.00 |
| Eleanor Franklin | Mattoon | 1 | 24.00 |
| Margaret Garrison | Olney | 2 | 48.00 |
| Luella Hardin | Mattoon | 1 | 24.00 |
| Hal Hubbard | Charleston | 2 | 48.00 |
| Mildred Hutchens | Marshall | 2 | 48.00 |
| Herbert Ikenberry | Mattoon | 1 | 24.00 |
| Betty Knapp | Mattoon | 1 | 24.00 |
| Oren Lackey | Mattoon | 3 | 72.00 |
| Jane Lahey | Mattoon | 1 | 24.00 |
| Willa Lane | Charleston | 4 | 96.00 |
| Artrel Mills | Charleston | 4 | 96.00 |
| Dawn Neil | Charleston | 2 | 48.00 |
| Howard Nelms | Mattoon | 2 | 48.00 |
| Russell Ogden | Kansas | 6 | 144.00 |
| Richard Olmstead | Charleston | 4 | 96.00 |
| Harold Osborn | Mattoon | 2 | 48.00 |
| Norton Rosan | Decatur | 4 | 96.00 |
| John O. Scanavino | Olney | 3 | 72.00 |
| William Swearingen | Mattoon | 1 | 24.00 |
| William Waldrip | Cumberland | 1 | 24.00 |
| Total | | 71 | \$1704.00 |

H. Substitute Instructor List for 1955-56.

The following persons are recommended for substitute service on a per diem basis, as needed:

1. Mrs. Elizabeth Bales, B.A.
2. Mrs. Beth Blackford, B.S.
3. Mrs. Alice Cavins, A.B.
4. Mrs. Dorothy Countryman, M.A.
5. Mrs. Genevra Dvorak, B.S.
6. Mrs. Myra Edman, B.A.
7. Mrs. Linella Edwards, A.B.
8. Mrs. Bette Johnson, B.Ed.
9. Mrs. Lucille Klehm, A.B.
10. Mrs. Rosemary Pisaro, B.S.
11. Mrs. Virginia Rouse, B.Ed.
12. Mrs. Sue Stoner, (Working on B.S. degree)
13. Mrs. Norma Sunderman, B.S.
14. Mrs. Elizabeth Thut, M.A.
15. Mrs. Alice E. Tolle, B.Ed., (M.S. in June)
16. Mrs. Wildeana Van Horn, A.B.
17. Mrs. Beverly Weber, B.S.

PROCEEDINGS

I. Retirement, 1955-56.

1. Dr. Rose Zeller, Professor of Geography and in service since 1930, requests retirement at the end of summer school, August 5, 1955, having reached the age of 65.

J. Resignations, 1955-56

1. N. Lynn Barber, Instructor and Supervisory Teacher of High School Social Science, resigned effective June 3, 1955.
2. Benjamin Lewis, Assistant Professor of Library, resigned effective August 5, 1955.
3. Maryann Ehrhardt, Asst. Professor and Director of Pemberton Hall, resigned effective July 1, 1955.

K. Leaves of Absence, 1955-56.

1. Sabbatical Leaves of Absence

- a. Ruth Cline, Ph.D., Associate Professor of English, to make a boat trip around the world.
- b. Edith C. Haight, Ph.D., Associate Professor of Physical Education for Women, to accompany Dr. Ruth Cline.
- c. Julia Kilpatrick, A.M., Instructor in Home Economics Education, for a year of graduate study.

2. Leave Without Salary

- a. James G. Eberhardt, Jr., M.S.L.S., Assistant Professor and Librarian, to complete requirements for the doctorate at Peabody College for Teachers.
- b. Elbert R. Moses, Jr., Ph.D., Associate Professor of Speech, to accept a Fulbright Teaching Fellowship in the Philippines.
- c. Byron K. Barton, Ph.D., Professor of Geography and Head of the Department, to direct a program of Conservation Education for the State of Illinois.

L. Substitutes for 1955-56.

1. Marise Daves, A.M., Instructor in Physical Education for Women, as a Substitute for Dr. Edith Haight, at a salary of \$4320 for nine months.
2. Richard L. Lawton, A.M., Assistant Professor of Geography, as a Substitute for Dr. Byron K. Barton, at a salary of \$5220 for nine months.
3. Arthur Mr. Fish, A.M.L.S., Instructor and Librarian, as a Substitute for James G. Eberhardt, at a salary of \$4500 for nine months.

M. Change in Duty for 1955-56

1. Dr. Charles H. Coleman to full-time teaching duty in social science, at his personal request.

TEACHERS COLLEGE BOARD

2. Dr. Glenn Seymour to Head of the Department of Social Science.
3. Calvin Countryman, A.M. 1, to Acting Head of the Department of Art, vice Dr. Mildred Whiting, deceased.
4. Vernon L. Anderson, Ph.D., to Director of Veterans' Services and Associate Professor of Foreign Languages, effective June 1, 1955.

N. Promotions for 1955-56

1. To Professors, as of July 1, 1955

| | | |
|-----------------------|-----|----------------|
| a. Damann, Kenneth | PhD | Botany |
| b. Foreman, Melvin O. | PhD | Chemistry |
| c. Peterka, Harry A. | PhD | Zoology |
| d. Plath, Raymond A. | PhD | Social Science |
| e. Alter, Donald R. | PhD | Social Science |
| f. Warner, Robert A. | PhD | Music |
| g. Blair, Robert L. | PhD | English |
| h. Fox, Winslow G. | MD | Health Service |

2. To Associate Professors, as of July 1, 1955

| | | |
|------------------------|------|------------------|
| a. Anderson, Vernon L. | PhD | Foreign Language |
| b. Bormann, Ernest G. | PhD | Speech |
| c. Carey, Robert A. | DPEd | Physical Ed. (M) |
| d. Groves, William H. | PhD | Physical Ed. (M) |
| e. McKenna, Francis R. | EdD | Education |
| f. Thurman, Wayne L. | PhD | Speech |
| g. Elam, Stanley | EdD | Public Relations |
| h. Schram, Ned S. | EdD | Admissions |

3. To Associate Professors, as of September 1, 1955

| | | |
|------------------------|------|--------------------|
| a. Countryman, Calvin | EdD | Art |
| b. Darling, Rex V. | DPEd | Physical Ed. (M) |
| c. Holley, Bertrand P. | PhD | Business Education |
| d. Waddell, Robert | PhD | Physics |

4. To Assistant Professors, as of September 1, 1955

| | | |
|------------------------|-----|-----------------------|
| a. Poos, Roberta | AM1 | HS English and Speech |
| b. Smith, Catherine A. | MM1 | Music |

O. Tenure

The following persons are recommended for tenure as of July 1, 1955:

| | | |
|---------------------|------|---------------------|
| 1. John W. Masley | EdD | Professor |
| 2. Albert W. Brown | DSS | Associate Professor |
| 3. Lynn Trank | MFA1 | Assistant Professor |
| 4. Maryann Ehrhardt | MS2 | Assistant Professor |
| 5. Roberta Poos | MS1 | Assistant Professor |
| 6. Catherine Smith | MM1 | Assistant Professor |
| 7. Krutza, June M. | MFA | Assistant Professor |

PROCEEDINGS

P. Probation

1. Continued through Fourth Year

- a. William J. Crane, Ph. D., Assistant Professor, continued through a fourth year of probation.

2. Advanced to Third Year of Probation

| | | |
|-----------------------|------|---------------------|
| a. Wayne L. Thurman | PhD | Associate Professor |
| b. Ernest G. Bormann | PhD | Associate Professor |
| c. Vernon L. Anderson | PhD | Associate Professor |
| d. Francis R. McKenna | EdD | Associate Professor |
| e. Robert A. Carey | DPed | Associate Professor |
| f. Ned S. Schrom | PhD | Assistant Professor |
| g. George Rommel | PhD | Assistant Professor |
| h. Samuel E. Pisaro | MS' | Assistant Professor |
| i. Donald F. Tingley | PhD | Assistant Professor |

3. Advanced to Second Year of Probation

| | | |
|---------------------|-----|---------------------|
| a. Stuart Anderson | PhD | Professor |
| b. Winslow G. Fox | MD | Associate Professor |
| c. Newell L. Gates | PhD | Associate Professor |
| d. Harry J. Merigis | EdD | Associate Professor |
| e. Clyde M. Morris | MSI | Assistant Professor |

Q. Nine Months Faculty for 1955-56

The following faculty is presented for the academic year
1955-56:

* Indicates Head of Department

m Indicates "Merit" Increase

p Indicates Promotion

| Name | Academic | Department | Salary | | |
|---------------------|----------|------------------|-----------|-----------|----------|
| | Degree | | 1954-1955 | 1955-1956 | Increase |
| Professors | | | | | |
| Coleman, Charles H. | PhD | Social Science | 7290 | 7560 | 270 |
| Dvorak, Leo J. | PhD | Music* | 7290 | 7560 | 270 |
| Guinagh, Kevin | PhD | For. Lang.* | 7290 | 7560 | 270 |
| Klehm, Walter A. | EdD | Industrial Arts* | 7290 | 7560 | 270 |
| McAfee, Florence | EdD | Phys. Ed. (W)* | 7290 | 7560 | 270 |
| Phipps, Harris E. | PhD | Chemistry* | 7290 | 7560 | 270 |
| Reinhardt, Emma | PhD | Education* | 7290 | 7560 | 270 |
| Schaupp, Roscoe F. | PhD | Library* | 7290 | 7560 | 270 |
| Scruggs, Walter M. | PhD | Zoology* | 7290 | 7560 | 270 |
| Stover, Ernest L. | PhD | Botany* | 7290 | 7560 | 270 |
| Thompson, James | EdD | Business Ed.* | 7290 | 7560 | 270 |
| | | | | | |
| Barton, Byron K. | PhD | Geography* | 6930 | Leave | 270 |
| Lefler, Glenn Q. | PhD | Physics* | 6930 | 7200 | 270 |
| Ringenberg, L. A. | PhD | Mathematics* | 6930 | 7200 | 270 |
| Ross, J. Glenn | PhD | Speech* | 6930 | 7200 | 270 |
| | | | | | |
| Cavins, Harold M. | EdD | Health Ed.* | 6930 | 7200 | 270 |
| Dickerson, Earl S. | EdD | Business Ed. | 6930 | 7200 | 270 |
| Olsen, Hans C. | PhD | Education | 6930 | 7200 | 270 |
| | | | | | |
| Morris, Sadie O. | PhD | Home Ec.* | 6750 | 7020 | 270 |
| Seymour, Glenn H. | PhD | Social Science* | 6750 | 7020 | 270 |
| Waffle, Eugene M. | PhD | English* | 6750 | 7020 | 270 |

TEACHERS COLLEGE BOARD

* Indicates Head of Department

m Indicates "Merit" Increase

p Indicates Promotion

Professors - Continued

| Name | Academic Degree | Department | Salary | | |
|--------------------|-----------------|-----------------|-----------|-----------|----------|
| | | | 1954-1955 | 1955-1956 | Increase |
| Landis, Russell H. | EdD | Industrial Arts | 6750 | 7020 | 270 |
| Thut, Hiram F. | PhD | Botany | 6750 | 7020 | 270 |
| Zeller, Rose | PhD | Geography | 6750 | Retiring | |
| Palmer, Francis | PhD | English | 6390 | 6660 | 270 |
| Edwards, Arthur U. | PhD | Education | 6210 | 6480 | 270 |
| Marcy, Lawson F. | PhD | Chemistry | 6210 | 6480 | 270 |
| Michael, Elizabeth | PhD | For. Lang. | 6210 | 6480 | 270 |
| Rothschild, Donald | PhD | Psychology | 6210 | 6480 | 270 |
| Schmalhausen, Ruth | EdD | Home Ec. | 6210 | 6480 | 270 |
| Wood, William G. | PhD | Social Science | 6210 | 6480 | 270 |
| Masley, John W. | EdD | Phys. Ed. (M)* | 6030 | 6300 | 270 |
| Damann, Kenneth | PhD | Botany | 6120 | 6300 | 180p |
| Foreman, Melvin | PhD | Chemistry | 6120 | 6300 | 180p |
| Peterka, Harry | PhD | Zoology | 6120 | 6300 | 180p |
| Plath, Raymond A. | PhD | Social Science | 6120 | 6300 | 180p |
| Alter, Donald R. | PhD | Social Science | 5940 | 6120 | 180p |
| Warner, Robert | PhD | Music | 5760 | 5940 | 180p |
| Blair, Robert L. | PhD | English | 5760 | 5940 | 180p |
| Weller, Annie L. | | Emeritus | 2100 | 2100 | — |

m Indicates "Merit" Increase

p Indicates Promotion

* If doctorate secured by September 1, 1955

| Name | Academic | Department | Salary | | |
|---------------------|----------------------|-------------------|-----------|-----------|----------|
| | Degree | | 1954-1955 | 1955-1956 | Increase |
| | Associate Professors | | | | |
| Fowler, Ewell W. | EdD | Industrial Arts | 5940 | 6120 | 180 |
| Haight, Edith C. | PhD | Phys. Ed. (W) | 5940 | 3060 | (Sab.) |
| White, Clifton W. | EdD | Phys. Ed. (M) | 5940 | 6120 | 180 |
| | | | | | |
| Byrnes, Arthur F. | EdD | Visual Ed. | 5760 | 5940 | 180 |
| Cline, Ruth H. | PhD | English | 5760 | 5940 | 180 |
| Ekeberg, Gladys W. | PhD | English | 5760 | 5940 | 180 |
| Fagan, Clifford L. | PhD | Business Ed. | 5760 | 5940 | 180 |
| Gunderson, Harry | EdD | Industrial Arts | 5760 | 5940 | 180 |
| Kline, Judd | PhD | English | 5760 | 5940 | 180 |
| Moses, Elbert R. | PhD | Speech | 5760 | Leave | — |
| Phillips, Thomas A. | EdD | Education | 5760 | 5940 | 180 |
| Riegel, Garland T. | PhD | Zoology | 5760 | 5940 | 180 |
| Steele, Sidney R. | PhD | Chemistry | 5760 | 5940 | 180 |
| Westcott, George S. | PhD | Music | 5760 | 5940 | 180 |
| | | | | | |
| Brown, Albert W. | DSSc | Geography (Act.*) | 5580 | 5760 | 180 |
| Boyd, Earl W. | PhD | Music | 5580 | 5760 | 180 |
| Davis, David J. | PhD | Mathematics | 5580 | 5760 | 180 |
| Duncan, Glenn S. | PhD | Industrial Arts | 5580 | 5760 | 180 |
| Ferguson, Max B. | PhD | Zoology | 5580 | 5760 | 180 |
| Harris, Ruby M. | SM | Geography | Leave | 5760 | 180 |
| Kniskern, Verne B. | PhD | Zoology | 5580 | 5760 | 180 |
| Miner, William D. | PhD | Social Science | 5580 | 5760 | 180 |
| Riebe, Harland A. | EdD | Health Ed. | 5580 | 5760 | 180 |
| Sparks, Irvin L. | PhD | Physics | 5580 | 5760 | 180 |
| | | | | | |
| Elliott, Charles A. | EdD | Industrial Arts | 5400 | 5580 | 180 |
| Gabbard, E. G. | PhD | Speech | 5400 | 5580 | 180 |

PROCEEDINGS

Associate Professors - Continued

| <u>Name</u> | <u>Academic Degree</u> | <u>Department</u> | <u>Salary</u> | | |
|---|------------------------|-------------------|---------------------|------------------|-----------------|
| | | | <u>1954-1955</u> | <u>1955-1956</u> | <u>Increase</u> |
| Griffin, James F. | PhD | Business Ed. | 5400 | 5580 | 180 |
| Rezatto, John L. | EdD | Music | 5400 | 5580 | 180 |
| Shull, Carl E. | PhD | Art | 5400 | 5580 | 180 |
| *Merigis, Harry | EdD | Prin. ES-JrHS | 5220 | 5400 | 180 |
| Moler, Donald L. | PhD | Remedial Read. | 5220 | 5400 | 180 |
| O'Brien, Maynard | EdD | Phys. Ed. (M) | 5220 | 5400 | 180 |
| Quick, Orho J. | PhD | HS Ind. Arts | 5220 | 5400 | 180 |
| VanDeventer, Lester | EdD | Mathematics | 5220 | 5400 | 180 |
| Anderson, Vernon | PhD | Foreign Lang. | (In 12 mos. Admin.) | | |
| Bormann, Ernest | PhD | Speech | 5130 | 5400 | 270p |
| Carey, Robert A. | DPEd | Phys. Ed. (M) | 5130 | 5400 | 270p |
| Countryman, Calvin | EdD* | Art (Act.)* | 4950 | 5220 | 270p |
| Darling, Rex V. | DPEd* | Phys. Ed. (M) | 5130 | 5400 | 270p |
| Groves, William | PhD* | Phys. Ed. (M) | 5130 | 5400 | 270p |
| Holley, Bertrand | PhD* | Business Ed. | 5130 | 5400 | 270p |
| McKenna, Francis | EdD | Education | 5130 | 5400 | 270p |
| Thurman, Wayne | PhD | Speech | 5130 | 5400 | 270p |
| Waddell, Robert | PhD* | Physics | Leave | 5400 | —p |
| Crowe, Albert | | Emeritus | 2100 | 2100 | — |
| * Twelve Months | | | | | |
| <u>Assistant Professors</u> | | | | | |
| Arnold, Myrtle | AM1 | ES 4th Grade | 5490 | 5760 | 270 |
| Saunders, Nannilee | AM2 | ES 3rd Grade | 5490 | 5760 | 270 |
| Hanson, Ethel I. | AM1 | ES Music | 5310 | 5580 | 270 |
| Elliott, Aline | AM1 | Phys. Ed. (W) | 5130 | 5400 | 270x |
| Hoffman, Arnold J. | MS1 | HS Science | 5130 | 5400 | 270x |
| Van Horn, Paris J. | AM2 | Phys. Ed. (M) | 5130 | 5400 | 270x |
| (x ceiling salary level in "B" bracket until actively engaged in graduate study program.) | | | | | |
| Kelly, E. Chenault | PhD | English | 4950 | 5220 | 270 |
| Mather, Merrilee | PhD | English | 4950 | 5220 | 270 |
| Rommel, George W. | PhD | English | 4950 | 5220 | 270 |
| Tingley, Donald F. | PhD | HS Social Sci. | 4950 | 5220 | 270 |
| Bally, Winfred | AM1 | Phys. Ed. (W) | 4950 | 5220 | 270x |
| Devinney, Helen | AM1 | Home Ec. | 4950 | 5220 | 270x |
| Eberhardt, James | MSLS2 | Library | Leave | Leave | 270x |
| Elmore, Walter L. | AM1 | HS Phys. Ed. | 4950 | 5220 | 270x |
| Hendrix, Gertrude | AM2 | HS Mathematics | 4950 | 5220 | 270x |
| Hunter, Jessie | AM1 | Business Ed. | 4950 | 5220 | 270x |
| Morgan, Mildred | AM1 | Guidance | 4950 | 5220 | 270x |
| Ziegler, Lorene | AM | ES 6th Grade | 4950 | 5220 | 270x |
| (x ceiling salary level in "B" bracket until actively engaged in graduate study program.) | | | | | |
| Crane, William J. | PhD | Student Act. | 4950 | 5220 | 270y |
| (y extension of probation for fourth year) | | | | | |
| Max, Roy, Jr. | MBA1 | Business Ed. | 4950 | 5220 | 270y |
| (x Further "B" bracket increments withheld until actively engaged in graduate study program.) | | | | | |
| Ekstrand, Margaret | AMLS | Library | 4770 | 5040 | 270 |
| Johnson, Lela | MBA1 | HS Business Ed. | Leave | 5040 | 270 |

p Indicates Promotion

TEACHERS COLLEGE BOARD

Assistant Professors - Continued

| <u>Name</u> | <u>Academic Degree</u> | <u>Department</u> | <u>Salary</u> | | |
|---------------------|----------------------------|-------------------|------------------|------------------|-----------------|
| | | | <u>1954-1955</u> | <u>1955-1956</u> | <u>Increase</u> |
| Love, Harriet | MSLS | ES Library | 4770 | 5040 | 270 |
| Marks, Ica | MS1 | HS Science | 4770 | 5040 | 270 |
| Reid, Florence | AM1 | ES 5th Grade | 4770 | 5040 | 270 |
| Scott, Mary L. | AMLS | Library | 4770 | 5040 | 270 |
| Morris, Clyde M. | PhD | Jr HS | 4770 | 5040 | 270 |
| Lewis, Benjamin | AMLS | Library | 4770 | Resigned | |
| Hart, Dorothy | PhD | Phys. Ed. (W) | 4590 | 4860 | 270 |
| Poos, Roberta | AM1 | HS Eng.—Speech | Leave | 5040 | 270p |
| Smith, Catherine | MM1 | Music | Leave | 5040 | 270p |
| Trank, Lynn | MFA1 | Art | 4590 | 4860 | 270 |
| Krutza, June M. | MFA1 | Art | 4590 | 4860 | 270 |
| Hyett, Virginia W. | AM1 | ES Art | Leave | 4860 | 270 |
| Pisaro, Samuel | AM1 | Jr HS | 4590 | 4860 | 270 |
| Ragan, Edith | | Emeritus | 2100 | 2100 | --- |
| <u>Instructors</u> | | | | | |
| Cox, Velma | AM | ES 2nd Grade | 4680 | 4860 | 180 |
| Kilpatrick, Julia | AM | Home Ec. | 4680 | 2430 | (Sab.) |
| Lambert, Charlotte | AM | Phys. Ed. (W) | 4680 | 4860 | 180 |
| Smok, Leeanna J. | AM | Library | 4680 | 4860 | 180 |
| Pence, J. Robert | MM | HS Music | 4680 | 4860 | 180 |
| Carr, Mary S. | AM | Jr HS Lib. | 4500 | 4680 | 180 |
| Murray, Louise | AM | Jr HS | 4500 | 4680 | 180 |
| Tate, Virginia | AM | ES 1st Grade | 4500 | 4680 | 180 |
| Ryle, Carolyn G. | MN | Health Coord. | 4500 | 4680 | 180 |
| Denham, Julia | AM | Phys. Ed. (W) | 4500 | 4680 | 180 |
| Fredenberger, Sarah | AM | ES 5th Grade | 4500 | 4680 | 180 |
| Pinther, Harold | AM | Phys. Ed. (M) | 4320 | 4500 | 180 |
| Wilson, Elizabeth | AM | Home Ec. | 4320 | Resigned | |
| Barber, Lynn | AM | HS Soc. Sci. | 4320 | Resigned | |
| Fowler, Marie G. | MS | HS Home Ec. | 4320 | Resigned | |
| ---New--- | AM | ES 6th Grade | --- | 4500 | --- |
| Thut, Elizabeth | AM | HS Soc. Sci. | 4140 | Replaced | |
| Gabbard, Lucie | AM | English | 4140 | Replaced | |
| Ross, Esther | AM | Business Ed. | 4140 | Replaced | |
| Moses, Mary | AM | English | 4140 | Replaced | |
| Thrall, Robert | AM | Ind. Arts (1/4) | 1350 | Resigned | |
| Marker, Harold | AM | Math. (1/4) | 1350 | Resigned | |
| Coffman, Gilberta | | Emeritus | 2100 | 2100 | |

R. Twelve Months Administrative Staff for 1955-56

The following administrative group is presented for the fiscal year 1955-56.

| <u>Administration</u> | | | | | |
|-----------------------|-----|------------------|-------|-------|-----|
| Buzzard, Robert | PhD | President | 13000 | 13000 | --- |
| Heller, Hobart F. | PhD | Dean of Instruc. | 9240 | 9600 | 360 |
| (7200 level) | | Prof. of Math. | | | |

PROCEEDINGS

Administration - Continued

| Name | Academic Degree | Department | Salary | | |
|------------------------------------|-----------------|--|-----------|-----------|----------|
| | | | 1954-1955 | 1955-1956 | Increase |
| Anfinson, Rudolph (7020 level) | PhD | Dean of Students Dean of Men and Prof. of Educ. | 8760 | 9120 | 360 |
| Heise, Bryan (7020 level) | PhD | Dir. of Extension and Summer Term | 9000 | 9360 | 360 |
| Zeigel, William H. (6840 level) | PhD | Dir. of Placement and Prof. of Ed. | 8760 | 9120 | 360 |
| Lawson, Elizabeth (6840 level) | PhD | Dean of Women and Prof. of Ed. | 8760 | 9120 | 360 |
| Fox, Winslow G. (6840 level) | MD | Dir. Health Service Prof. of Health Ed. | 8400 | 8880 | 480 |
| Anderson, Stuart (6480 level) | PhD | Dir. Teacher Trng. and Prof. of Ed. | 8280 | 8640 | 360 |
| ----New---- | PhD | Dir. of Research and Prof. of Ed. | ---- | 8640 | --- |
| (6480 level) | | | | | |
| Gregg, Raymond R. (6300 level) | AMl | Business Manager EA in E & A | 8400 | 8400 | 0 |
| Gates, Newell L. (5580 level) | PhD | Registrar and Assoc. Prof. Ed. | 7200 | 7440 | 240 |
| Elam, Stanley M. (5580 level) | EdD | Dir. Pub. Rel. and Alumni Activity and Assoc. Prof. of Ed. | 7080 | 7440 | 360 |
| Schrom, Ned S. (5580 level) | EdD | Dir. of Admissions and Assoc. Prof. Ed. | 6840 | 7200 | 360 |
| Anderson, Vernon (5400 level) | PhD | Dir. Veterans Ser. and Assoc. Prof. of Foreign Lang. | 6840 | 7200 | 360 |
| ----New---- | MBA | Asst. Bus. Mgr. and Asst. Prof. | ---- | 7200 | --- |
| (5400 level) | | | | | |
| Gaertner, Ruth H. (5220 level) | MS | Dir. Food Services Ins. Home Ec. EA in E & A | 6720 | 6960 | 240 |
| Cravey, Gerald T. (5040 level) | BS | Supt. Physical Plant EA in E & A | 6240 | 6480 | 240 |
| Bellinghausen, F. (4140 level) | BS | Supt. of Grounds EA in E & A | 5280 | 5520 | 240 |
| Hesler, Kenneth (3960 level) | MEd | Asst. Dir. Pub. Rel. and Ins. English | 4800 | 5280 | 480 |
| Kluge, Donald | AM | | 4680* | 4720* | 240 |
| Kluge, Jeanette | BS | | 2040* | 2160* | 120 |
| Cardi, Edith G. | MS | | 4200* | 4440* | 240 |

* Plus Maintenance

The following faculty for the Summer School and August Workshop Program of 1955 is presented with degree, department and salary as indicated:

| Name and Department | Degree | June | July | Aug. | Total |
|---------------------|--------|------|------|------|-------|
| Art | | | | | |
| Shull, Carl E. | PhD | 600 | 620 | --- | 1220 |
| Trank, Lynn | MFA | 510 | 540 | --- | 1050 |
| Knoop, Cary I. | MFA | 500 | 520 | 520 | 1540 |
| Oxhandler, Eugene | PhD | 550 | 550 | --- | 1100 |
| Botany | | | | | |
| Stover, Ernest L. | PhD | 810 | 840 | --- | 1650 |
| Damann, Kenneth | PhD | 680 | 700 | --- | 1380 |

TEACHERS COLLEGE BOARD

| 1954-1955 | | | | 1955-1956 | |
|--------------------------------------|----------|-----|--------|-----------|--------|
| Name | E-CS-No. | Mo. | Annual | Mo. | Annual |
| <u>Clerk Stenographer</u> | | | | | |
| Mitsdarffer, Maxine M. | 35 | 160 | 1920 | 170 | 2040 |
| Orvedahl, Ada | 45 | 160 | 1920 | 170 | 2040 |
| Peck, Leyla J. | 46 | 195 | 2340 | 205 | 2460 |
| Pinkard, Lois | 6 | 170 | 2040 | 180 | 2160 |
| Preston, Virginia L. | 8 | 160 | 1920 | 170 | 2040 |
| Thrash, Barbara | 86 | 160 | 1920 | 170 | 2040 |
| Vogel, Mary Ann | 12 | 180 | 2160 | 190 | 2280 |
| <u>Clerk Typist II</u> | | | | | |
| Story, Betty Jean | 4 | 210 | 2520 | 220 | 2640 |
| <u>Bookkeeping Machine Oper. I</u> | | | | | |
| Thompson, Cleo | 14 | 200 | 2400 | 215 M | 2580 |
| <u>Level V — (\$200—\$300)</u> | | | | | |
| <u>Clerk Stenographer II</u> | | | | | |
| Fair, Florence L. | 7 | 250 | 3000 | 260 | 3120 |
| Whalen, Helen J. | 11 | 250 | 3000 | 260 | 3120 |
| <u>Level VII — (\$250—\$350)</u> | | | | | |
| <u>Health Service Nurse</u> | | | | | |
| Bland, Mary June | 32 | 310 | 3720 | 330 M | 3960 |
| <u>Storekeeper</u> | | | | | |
| Thomas, George L. | 41 | 275 | 3300 | 300 M | 3600 |
| <u>Level VIII — (\$275—\$400)</u> | | | | | |
| <u>Secretary (Level I — Steno.)</u> | | | | | |
| Beck, Dorothy | 5 | 300 | 3600 | 310 | 3720 |
| Davis, Dorothy V. | 13 | 320 | 3840 | 340 M | 4080 |
| Winkleblack, Norma J. | 82 | 320 | 3840 | 340 M | 4080 |
| <u>Level X — (\$325—\$450)</u> | | | | | |
| <u>Head Health Service Nurse</u> | | | | | |
| Thompson, Mary E. | 33 | 375 | 4500 | 400 M | 4800 |
| <u>Level XI — (\$350—\$500)</u> | | | | | |
| <u>Office Supervisor</u> | | | | | |
| Taylor, Violet | 31 | 400 | 4800 | 420 M | 5040 |
| <u>Auxiliary Enterprises Payroll</u> | | | | | |
| 1954-1955 | | | | 1955-1956 | |
| Name | E-CS-No. | MO. | Annual | Mo. | Annual |
| <u>Level I — (\$150—\$225)</u> | | | | | |
| <u>Cook's Helper</u> | | | | | |
| Johnson, Letha O. | 75 | * | 160 | 170 | 2040 |
| Harrison, Marjorie | Temp. | * | 160 | 170 | 2040 |
| <u>Level II — (\$160—\$240)</u> | | | | | |
| <u>Clerk Typist I</u> | | | | | |
| Denkert, Sheila E. | 88 | 155 | 1860 | --- | --- |
| Kendall, Eileen M. | Temp. | 155 | 1860 | 160 | 1920 |
| Kelly, Florence E. | 44 | 200 | 2400 | 210 | 2520 |

* Plus \$25.00 maintenance per month

PROCEEDINGS

Auxiliary Enterprises Payroll - Continued

| Name | E-CS-No. | | 1954-1955 | | 1955-1956 | |
|---------------------------------------|----------|----|-----------|--------|-----------|--------|
| | | | MO. | Annual | Mo. | Annual |
| <u>Level II— (\$160—\$240)</u> | | | | | | |
| <u>Maid</u> | | | | | | |
| Moore, Lulu | 67 | ** | 185 | 2220 | 195 | 2340 |
| Weber, Frances | 69 | ** | 185 | 2220 | 195 | 2340 |
| <u>Level III — (\$170—\$250)</u> | | | | | | |
| <u>Cook</u> | | | | | | |
| Johns, Ethel | 62 | * | 225 | 2700 | 235 | 2880 |
| Taylor, Esta | 64 | * | 205 | 2460 | 215 | 2580 |
| <u>Housekeeper</u> | | | | | | |
| Phipps, Gertrude | 70 | | 250 | 3000 | 250 | 3000 |
| <u>Level VII — (\$250—\$350)</u> | | | | | | |
| <u>Chef</u> | | | | | | |
| Smith, Lloyd W. | 63 | * | 275 | 3300 | 285 | 3480 |
| <u>Level XI — (\$350—\$500)</u> | | | | | | |
| <u>Food Production Manager</u> | | | | | | |
| Knowlton, Beverly | 84 | | 350 | 4200 | 360 | 4320 |
| <u>Level XV — (\$450—\$650)</u> | | | | | | |
| <u>Bookstore Manager</u> | | | | | | |
| Arnold, Henry J. | 34 | | 500 | 6000 | 510 | 6120 |
| * Plus \$25.00 maintenance per month | | | | | | |
| ** Plus \$35.00 maintenance per month | | | | | | |

| Name | E-CS-No. | | 1954-1955 | | 1955-1956 | |
|----------------------------------|----------|---|-----------|--------|-----------|--------|
| | | | Mo. | Annual | Mo. | Annual |
| <u>Bond Revenue Payroll</u> | | | | | | |
| <u>Level I – (\$150–\$225)</u> | | | | | | |
| <u>Cook's Helper</u> | | | | | | |
| Hacker, Evelyn G. | 90 | * | 150 | 1800 | 160 | 1920 |
| Wilson, Vanetta N. | 95 | * | 150 | 1800 | 160 | 1920 |
| <u>Level II – (\$160–\$240)</u> | | | | | | |
| <u>Maid</u> | | | | | | |
| Birch, B. Lucille | 79 | | 170 | 2040 | 180 | 2160 |
| Elder, Maude | 77 | | 170 | 2040 | 180 | 2160 |
| Myers, Frances E. | 78 | | 170 | 2040 | 180 | 2160 |
| Wilson, Leota K. | 80 | | 170 | 2040 | 180 | 2160 |
| <u>Level III – (\$170–\$250)</u> | | | | | | |
| <u>Cook</u> | | | | | | |
| Eagleton, Alice I. | 61 | * | 210 | 2520 | 220 | 2640 |
| McGahey, Ruth B. | 65 | * | 210 | 2520 | 220 | 2640 |
| Stites, Norma Mae | 76 | * | 170 | 2040 | 180 | 2160 |
| <u>Housekeeper</u> | | | | | | |
| McManigell, Hazel A. | 77 | | 195 | 2340 | 205 | 2460 |
| <u>Level XI – (\$350–\$500)</u> | | | | | | |
| <u>Food Production Manager</u> | | | | | | |
| Peterson, Carol E. | 83 | * | 425 | 5100 | 445 M | 5340 |

* Plus \$25.00 maintenance per month

TEACHERS COLLEGE BOARD

General Revenue Payroll — Prevailing Wage Union Employees

| | | |
|-------------------------|------|------|
| <u>Electrician</u> | | |
| Wood, Erroll B. | 5814 | 5814 |
| <u>Carpenter</u> | | |
| McMillan, Glenn E. | 4233 | 4233 |
| New Carpenter | 4233 | 4233 |
| <u>Painter</u> | | |
| Miller, Roscoe | 4080 | 4080 |
| New Painter | 4080 | 4080 |
| <u>Janitor</u> | | |
| New | --- | 6250 |
| <u>Janitor's Helper</u> | | |
| New | --- | 4500 |

Summary of Merit Increases

Merit increases are recommended beyond the \$10 monthly increment as follows:

| | <u>From Regular Employees</u> | |
|--------------------|-------------------------------|--------|
| Thompson, Cleo | Bookkeeping Mach. O. I. | \$5.00 |
| Bland, Mary June | Health Service Nurse | 10.00 |
| Thomas, George L. | Storekeeper | 15.00 |
| Davis, Dorothy V. | Secretary (Level I) | 10.00 |
| Vinkleblack, Norma | Secretary (Level I) | 10.00 |
| Thompson, Mary E. | Head Health Service Nurse | 15.00 |
| Taylor, Violet | Office Supervisor | 10.00 |

| | <u>From Bond Revenue Project Employees</u> | |
|--------------------|--|------------|
| Peterson, Carol E. | Food Production Manager | 10.00 |
| | Total per month | \$85.00 |
| | Total per year | \$1,020.00 |

Eight out of 55 classified employees (non-union) or 14.5% recommended for merit salary.

| <u>Name and Department</u> | <u>Degree</u> | <u>June</u> | <u>July</u> | <u>Aug.</u> | <u>Total</u> |
|----------------------------|---------------|-------------|-------------|-------------|--------------|
| Business Education | | | | | |
| Dickerson, Earl S. | EdD | 770 | 800 | --- | 1570 |
| Giffin, James F. | PhD | 600 | 620 | --- | 1220 |
| Fagan, Clifford L. | PhD | 640 | 660 | --- | 1300 |
| Hunter, Jessie M. | MA | 550 | 580 | --- | 1130 |
| Holley, Bertrand P. | MA | 570 | 600 | --- | 1170 |
| Chemistry | | | | | |
| Phipps, Harris E. | PhD | 810 | 840 | --- | 1650 |
| Marcy, Lawson F. | PhD | 690 | 720 | --- | 1410 |
| Steele, Sidney R. | PhD | 640 | 660 | --- | 1300 |
| Hoffman, Arnold | MA | --- | --- | 600 | 600 |

PROCEEDINGS

| Name and Department | Degree | June | July | Aug. | Total |
|-----------------------------------|--------|------|------|------|-------|
| Education | | | | | |
| Rothschild, Donald | PhD | 690 | 720 | — | 1410 |
| Edwards, Arthur U. | PhD | 690 | 720 | — | 1410 |
| Olsen, Hans C. | PhD | 770 | 800 | 800 | 2370 |
| Byrnes, Arthur F. | EdD | 640 | 660 | — | 1300 |
| Moler, Donald L. | PhD | 580 | 600 | — | 1180 |
| Crane, William J. | PhD | 550 | 580 | — | 1130 |
| McKenna, Francis R. | EdD | 570 | 600 | — | 1170 |
| English | | | | | |
| Waffle, Eugene M. | PhD | 750 | 780 | — | 1530 |
| Palmer, Francis | PhD | 710 | 740 | — | 1450 |
| Blair, Robert L. | PhD | 640 | — | — | 640 |
| Cline, Ruth H. | PhD | 640 | 660 | — | 1300 |
| Kline, Judd | PhD | 640 | 660 | — | 1300 |
| Mather, Merrillie | PhD | 550 | 580 | — | 1130 |
| Geography | | | | | |
| Zeller, Rose K. | PhD | 750 | 780 | — | 1530 |
| Brown, Albert W. | DSS | 620 | 640 | 640 | 1900 |
| | PhD | 600 | 600 | — | 1200 |
| Pinther, Harold | AM | 480 | — | — | 480 |
| Health Education | | | | | |
| Cavins, Harold M. | EdD | 770 | 800 | — | 1570 |
| Riebe, Harland A. | EdD | 620 | 640 | — | 1260 |
| Ryle, Carolyn G. | MN | — | — | 520 | 520 |
| Home Economics | | | | | |
| Devinney, Helen L. | AM | 550 | 580 | — | 1130 |
| Industrial Arts | | | | | |
| Landis, Russell H. | DEd | 750 | 780 | — | 1530 |
| Fowler, Ewell W. | EdD | 660 | 680 | — | 1340 |
| Gunderson, Harry | EdD | 640 | 660 | — | 1300 |
| Duncan, Glenn S. | EdD | 620 | 640 | — | 1260 |
| Library | | | | | |
| Schaupp, Roscoe F. | PhD | 810 | 840 | — | 1650 |
| Love, Harriet | MS | 530 | 560 | — | 1090 |
| Ekstrand, Margaret | AMLS | 530 | 560 | — | 1090 |
| Scott, Mary E. | MS | 530 | 560 | — | 1090 |
| Lewis, Benjamin M. | AMLS | 510 | 540 | — | 1050 |
| Smock, Lee Anna J. | AM | 520 | 540 | — | 1060 |
| Fish, Arthur M. | AMLS | 480 | 500 | — | 980 |
| Mathematics | | | | | |
| Ringenberg, Lawrence | PhD | 770 | 800 | — | 1570 |
| Davis, David J. | PhD | 620 | 640 | 640 | 1900 |
| VanDeventer, Lester | EdD | 580 | 600 | — | 1180 |
| Music | | | | | |
| Dvorak, Leo J. | PhD | 810 | 840 | 840 | 2490 |
| Warner, Robert A. | PhD | 640 | 660 | — | 1300 |
| Boyd, Earl W. | PhD | 620 | 640 | — | 1260 |
| Westcott, George S. | PhD | 640 | 660 | — | 1300 |
| Rezatto, John L. | EdD | 600 | 620 | — | 1220 |
| Hanson, Ethel I. | AM | 590 | 620 | — | 1210 |
| Physical Education — Men | | | | | |
| Masley, John W. | DEd | 670 | 700 | 350 | 1720 |
| Groves, William | PhD | 570 | 600 | 150 | 1320 |
| Carey, Robert | PeD | 570 | 600 | — | 1170 |
| Darling, Rex V. | PEDir. | 570 | 600 | — | 1170 |
| O'Brien, Maynard | DEd | — | — | 300 | 300 |
| Elmore, Walter | AM | — | — | 145 | 145 |
| Physical Education — Women | | | | | |
| Elliott, Aline | MA | 570 | 600 | — | 1170 |
| Lambert, Charlotte | MA | 520 | 540 | — | 1060 |
| Daves, Martha M. | MA | 480 | 480 | — | 960 |
| Bally, Winifred | MA | — | — | 580 | 580 |

TEACHERS COLLEGE BOARD

| <u>Name and Department</u> | <u>Degree</u> | <u>June</u> | <u>July</u> | <u>Aug.</u> | <u>Total</u> |
|----------------------------|---------------|-------------|-------------|-------------|--------------|
| Physics | | | | | |
| Lefler, Glenn Q. | PhD | 770 | 800 | — | 1570 |
| Sparks, Irvin L. | PhD | 620 | 640 | — | 1260 |
| Smith, P. Scott | PhD | 570 | 600 | — | 1170 |
| Social Science | | | | | |
| Coleman, Charles H. | PhD | 810 | 840 | — | 1650 |
| Seymour, Glenn H. | PhD | 750 | 780 | — | 1530 |
| Wood, William G. | PhD | 690 | 720 | — | 1410 |
| Alter, Donald R. | PhD | 660 | 680 | — | 1340 |
| Plath, Raymond A. | PhD | 680 | 700 | — | 1380 |
| Armstrong, William | PhD | 550 | 580 | — | 1130 |
| Miner, William | PhD | — | — | 640 | 640 |
| Speech | | | | | |
| Ross, J. Glenn | PhD | 770 | 800 | — | 1570 |
| Bormann, Ernest G. | PhD | 570 | 600 | — | 1170 |
| Thurman, Wayne L. | PhD | 570 | 600 | — | 1170 |
| Gabbard, Earnest G. | PhD | 600 | 620 | — | 1220 |
| Zoology | | | | | |
| Scruggs, Walter M. | PhD | 810 | 840 | — | 1650 |
| Peterka, Harry E. | PhD | 680 | 700 | — | 1380 |
| Riegel, Garland T. | PhD | 640 | 660 | — | 1300 |
| Ferguson, Max B. | PhD | 620 | 640 | — | 1260 |
| Elementary School | | | | | |
| Merigis, Harry | EdD | 580 | 600 | 300 | 1480 |
| Pisaro, Samuel | MEd | 510 | 540 | — | 1050 |
| Morris, Clyde M. | MA | 530 | 560 | — | 1090 |
| Ziegler, Lorene E. | AM | 550 | 580 | — | 1130 |
| Reid, Florence E. | MA | 530 | 560 | — | 1090 |
| Arnold, Myrtle | AM | 610 | 640 | — | 1250 |
| Saunders, Nannilee | AM | 610 | 640 | 640 | 1890 |
| Faust, Myrtle | MS | 450 | 450 | — | 900 |
| Wall, Maro | MS | 450 | 450 | — | 900 |

1. Harold Pinther - added for one-fourth duty in August at a salary of \$125.

2. Paris J. Van Horn - added for one-half duty during summer school at a salary of \$285 for June and \$300 for July.

3. Nannilee Saunders will not do the August workshop and will be removed from the August payroll.

4. Mary Hinman will be on duty for the August workshop in place of Nannilee Saunders at a salary of \$400 for August.

III. CLASSIFIED EMPLOYEES

A. Resignations

1. Janet F. Ozier, Clerk Stenographer I, effective February 14, 1955.

2. E. Lucille Roby, Clerk Stenographer I, effective December 31, 1955.

3. Mildred M. Briscoe, Cook I, effective January 19, 1955.

4. Rose Ann Oglesby, Clerk Typist I, effective February 28, 1955.

PROCEEDINGS

5. Mary Ellen Andrews, Clerk-Stenographer I, effective March 25, 1955.
6. Vera G. Snider, Cook's Helper, effective March 8, 1955.
7. Ollie Elledge, Cook's Helper, effective April 26, 1955.

B. Replacements

1. Helen C. Helm, Clerk Typist I, at a salary of \$155 per month, effective February 1, 1955, replacing Patricia Barche, resigned.
2. Maxine Mitsdarffer, Clerk Stenographer I, at a salary of \$160 per month, effective February 3, 1955, replacing Janet F. Ozier, resigned.
3. Sheila Denkert, Clerk Typist I, at a salary of \$155 per month, effective February 22, 1955, replacing Rose Ann Oglesby, resigned.
4. Maxine Clayton, Clerk Stenographer I, at a salary of \$160.00 per month, effective March 1, 1955, replacing Mary Ellen Andrews, resigned.
5. Evelyn G. Hacker, Cook's Helper, at a salary of \$150.00 per month plus \$25.00 maintenance, effective March 1, 1955, replacing Vera G. Snider, resigned.
6. Marjorie Harrison, Temporary Cook's Helper, at a salary of \$150.00 per month plus \$25.00 maintenance, effective April 11, 1955, replacing Ollie Elledge, resigned.

C. Leave of Absence

1. Reign S. Fidler, Janitor, on disability leave, effective January 5, 1955. Mr. Fidler was injured while on duty.

III. CLASSIFIED EMPLOYEES (Non-Negotiated)

| General Revenue Payroll | | | | | |
|----------------------------------|-----------------|------------|---------------|------------|---------------|
| 1954-1955 | | | | 1955-1956 | |
| <u>Level II - (\$160-\$240)</u> | <u>E-CS-No.</u> | <u>Mo.</u> | <u>Annual</u> | <u>Mo.</u> | <u>Annual</u> |
| <u>Clerk Typist I</u> | | | | | |
| Coartney, Sara J. | 2 | 165 | 1980 | 175 | 2100 |
| Disque, Ruth | 43 | 155 | 1860 | 165 | 1980 |
| Fulk, Ruth | 10 | 155 | 1860 | 165 | 1980 |
| Helm, Helen C. | 72 | 155 | 1860 | 165 | 1980 |
| Griffith, Mary Ellen | 3 | 155 | 1860 | 165 | 1980 |
| Moltz, Helen | 1 | 200 | 2400 | 210 | 2520 |
| <u>Level III - (\$170-\$250)</u> | | | | | |
| <u>Clerk Stenographer I</u> | | | | | |
| Clayton, Myra Maxine | 97 | 160 | 1920 | 170 | 2040 |
| Franke, Roseann | 73 | 160 | 1920 | 170 | 2040 |
| Lacy, June A. | 87 | 170 | 2040 | 180 | 2160 |
| Levitt, Marcia J. | 9 | 215 | 2580 | 225 | 2700 |
| McGurty, Margaret J. | 71 | 225 | 2700 | 235 | 2820 |

TEACHERS COLLEGE BOARD

VI. BUILDINGS and GROUNDS

1. Bids for termite eradication, with a five year guarantee, covering the Temporary Training School, the Cafeteria and the Student Lounge buildings, have been received as follows:

| | |
|--|------------|
| (a) Terminix Company, Danville | \$2,046.00 |
| (b) Sentinel Laboratories, Springfield | 2,300.00 |
| (c) Dorite Manufacturing Co., Charleston | 1,787.57 |

The low bid of the Dorite Manufacturing Company of \$1,787.57 is recommended for acceptance and award of contract, payment from the \$7,216.98 balance in contractual services 33A.

2. Childs and Smith, Architects for the Proposed Laboratory School write under date of March 30, 1955:

(a) Plans and specifications will require about three to four weeks to get ready for bids.

(b) We are adding plans and specifications for the duplication of rooms for Grades 1-6, inclusive.

(c) There has been an advance in prices over the year 1953 (when previous work was done) of 5.6%

(d) Architect's fees for the complete job, including supervision, would be 6% less previous payments.

(e) The current estimated cost is \$1.04 per cubic foot or \$15.10 per square foot.

(f) Estimated present cost of completed building as originally planned - - - - - \$1,366,230.00

(g) Cost of equipment - - - - - 146,000.00

(h) Added six grade rooms - - - - - 217,000.00

Total estimated cost - - - - - \$ 1,729,230.00

A. Sanitary Sewage Disposal

On April 4, 1955, Mr. Stipes and Mr. Summers and representatives of the college met with the City officials of Charleston and the engineering firm planning a proposed overhauling and rebuilding of the city sanitary sewage system. A profitable meeting was held. Mr. Summers will report the results and the probable obligation of the State of Illinois in behalf of the college.

B. On April 4, 1955, Mr. Stipes and Mr. Summers met with the college and Mr. Shields of Barcus, Kindred and Company and discussed the problem of additional dormitory space under a wholly self-liquidation plan. Further investigation of this problem is being made and a report will be presented in the near future.

PROCEEDINGS

X. SUMMARY

The following items are presented for the action of the Teacher College Board.

1. Graduation of George G. Lake, with the degree of B.S. : Education, as of December 3, 1954.
2. Resignations of Harold F. Marker and Robert Thrall.
3. Employment of Richard L. Lawton, Charles F. Hill and Mrs. Nancy Bormann, Dr. Percy Scott Smith, Dr. William Marti Armstrong, Dr. Leonard Durham, Erving G. Monroe and Dr. Lois E. Barr.
4. Change in duty for Dr. Albert W. Brown.
5. Addition of Mrs. Bette Johnson, B.Ed., to the list of substitute instructors.
6. Employment of Faculty Assistants of the affiliated teacher for the Spring Quarter.
7. The list of Substitute Instructors for 1955-56 and authority to employ as needed.
8. Retirement of Dr. Rose Zeller.
9. Resignations of N. Lynn Barber and Benjamin Lewis.
10. Sabbatical leave for 1955-56 at one-half salary for Dr. Ruth Cline, Dr. Edith Haight and Julia Kilpatrick.
11. Leave without salary for James G. Eberhardt, Dr. Elbert F. Moses, Jr. and Dr. Byron K. Barton.
12. Employment of Marise Daves, Richard L. Lawton and Arthur M. Fish as substitutes for 1955-56 under conditions stated.
13. Change in duty for Dr. Charles H. Coleman, Dr. Glenn F. Seymour, Calvin Countryman and Vernon L. Anderson.
14. Promotions in rank as listed.
15. Tenure granted as listed.
16. Employment of nine months faculty as listed.
17. Employment of twelve months administrative staff as listed.
18. Employment of faculty for Summer Term of 1955 as listed.
19. Resignations of classified employees submitted.
20. Replacements of classified employees as listed.
21. Leave of absence for Reign S. Fideler.
22. Employment of Classified Employees as listed.
23. Acceptance of low bid of Dorite Manufacturing Company \$1,787.57 and awarding of contract.

Respectfully submitted,

Robert G. Buzzard, President

TEACHERS COLLEGE BOARD

ILLINOIS STATE NORMAL UNIVERSITY Normal, Illinois April 17 and 18, 1955

The following report is submitted from Illinois State Normal University:

I. STUDENTS

1. Attendance for the Second Semester, 1954-1955

In reporting the enrollment for the second semester of the current school year, the plan of using figures in parentheses is continued in order that comparisons may be made with a former method of listing such statistics. The figures in parentheses indicate total students enrolled. The figures not in parentheses indicate full time students (taking more than six hours) from which withdrawals to February 14, 1955 have been deducted.

| | Men and Boys | Women and Girls | Total | Total One Year Ago |
|---|--------------------|-----------------------|-------------|--------------------------|
| a. University | | | | |
| Graduates | 42 (103) | 9 (57) | 51 (160) | 43 (124) |
| Seniors | 193 (198) | 206 (243) | 399 (441) | 371 (401) |
| Juniors | 162 (165) | 195 (218) | 357 (383) | 303 (321) |
| Sophomores | 249 (253) | 326 (331) | 575 (584) | 469 (478) |
| Freshmen | 378 (383) | 489 (493) | 867 (876) | 739 (744) |
| Unclassified | 6 (14) | 5 (33) | 11 (47) | 10 (36) |
| Special | 1 (8) | 3 (6) | 4 (14) | — (—) |
| Total College Students on the Campus | 1031 (1124) | 1233 (1381) | 2264 (2505) | 1935 (2104) |
| b. University High School | 210 | 180 | 390 | 382 |
| c. University Elementary School | 183 | 204 | 387 | 392 |
| d. Special Education School | 58 | 33 | 91 | 99 |
| e. Illinois Soldiers and Sailors Childrens School | 96 | 47 | 143 | 182 |
| Total Pupils, Elementary and Secondary | 547 | 464 | 1011 | 1055 |
| Total | 1578 | 1697 | 3275 | 2990 |
| Extension | 45 | 547 | 592 | 638 |
| Grand Total | 1623 | 2244 | 3867 | 3628 |

2. Scholarships for Second Semester, 1954-1955.

| | 1955 | 1954 |
|-------------------------------|------|------|
| Teachers College Scholarships | 1204 | 1042 |
| | 71 | 60 |

3. Attendance in Extension Courses, Second Semester, 1954-1955.

Enrollment in extension courses, the departmental courses offered, the centers and the instructor, are here presented for the second semester of the 1954-1955 school year.

PROCEEDINGS

| Center | Course | Instructor | Enrollment |
|----------------------------------|---|------------------|------------|
| Decatur | Teaching of Speech in the Elem. School E280 | Margaret Parret | 36 |
| Joliet | Foundations in Arithmetic E201 | Francis Brown | 58 |
| Lincoln | American Public Education E211 | Clarence Kurth | 34 |
| Litchfield | School Health E238 | John H. Ellis | 36 |
| Mason City | Survey of Special Education E162 | Christine Ingram | 16 |
| Morris | Language Arts for the Elem. School E278 | Ruth Henline | 50 |
| Ottawa | The Junior High School E310 | John Carrington | 28 |
| Paxton | Natural Science E220 | L. W. Miller | 36 |
| Pekin | Teaching Art in the Elem. School E202 | John H. Wesle | 36 |
| Peoria | First Aid E115 | Clifford Horton | 81 |
| Pontiac | Verse for Children E203 | Dorothy Hinman | 41 |
| Princeton | Historical Geography of North America E213 | A. W. Watterson | 66 |
| Roanoke | Audio-Visual Education E240 | Nelson Smith | 33 |
| Springfield | School Library Functions E253 | Ruby Martz | 21 |
| Viriden | Music Education for Lower Grades E239 | Lyle Young | 20 |
| Total Second Semester, 1954-1955 | | | 592 |
| Total First Semester, 1954-1955 | | | 681 |
| Total for 1954-1955 School Year | | | 1273 |
| Total for 1953-1954 School Year | | | 1254 |

4. Class Sizes by Departments, Second Semester, 1954-1955

a. Undergraduate

| Size of Class | Ag | Ar | BS | BE | EP | En | FL | Ge | HP | HE | IA | LS | Ma | Mu | PS | SS | Sp | NS | Tot. |
|---------------|----|----|----|----|-----|----|----|----|----|----|----|----|----|----|----|----|----|----|------|
| Over 69 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| 65-69 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 60-64 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| 55-59 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 50-54 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 45-49 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 8 |
| 40-45 | 0 | 2 | 0 | 0 | 1 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 0 | 2 | 0 | 22 | 0 | 0 | 32 |
| 35-39 | 0 | 2 | 0 | 2 | 13 | 0 | 0 | 1 | 5 | 0 | 0 | 0 | 1 | 1 | 0 | 7 | 0 | 0 | 32 |
| 30-34 | 1 | 2 | 3 | 3 | 9 | 8 | 0 | 5 | 10 | 1 | 1 | 0 | 1 | 0 | 0 | 9 | 0 | 9 | 62 |
| 25-29 | 1 | 4 | 6 | 3 | 33 | 17 | 0 | 1 | 10 | 3 | 0 | 0 | 4 | 4 | 0 | 5 | 3 | 7 | 101 |
| 20-24 | 1 | 4 | 5 | 7 | 14 | 18 | 0 | 1 | 10 | 6 | 5 | 0 | 3 | 4 | 1 | 10 | 6 | 8 | 103 |
| 15-19 | 0 | 4 | 6 | 2 | 18 | 9 | 0 | 1 | 6 | 8 | 3 | 1 | 6 | 5 | 3 | 3 | 11 | 1 | 87 |
| 10-14 | 3 | 6 | 5 | 6 | 10 | 5 | 0 | 2 | 4 | 0 | 4 | 0 | 3 | 12 | 1 | 3 | 4 | 0 | 68 |
| 5-9 | 7 | 2 | 4 | 0 | c6 | 2 | 5 | 2 | 8 | 5 | 3 | 2 | 1 | 14 | 2 | 1 | 5 | 0 | 69 |
| 0-4 | 4 | 2 | 1 | 0 | b5 | 1 | 7 | 0 | 2 | 0 | 1 | 1 | 0 | 1 | 3 | 0 | a1 | 0 | 29 |
| Total | 17 | 30 | 30 | 23 | 109 | 60 | 12 | 13 | 69 | 23 | 17 | 4 | 19 | 45 | 10 | 61 | 30 | 25 | 597 |
| Mean | 10 | 22 | 19 | 22 | 23 | 22 | 4 | 23 | 33 | 18 | 16 | 9 | 20 | 16 | 11 | 32 | 16 | 27 | 22 |

a - This class is taught by an instructor who already has a full teaching load.

b - One class is taught by an instructor who already has a full teaching load.

c - Two classes are taught by instructors who already have a full teaching load.

Ag - Agriculture; Ar - Art; BS - Biological Science; BE - Business Education; EP - Education and Psychology; En - English; FL - Foreign Languages; Ge - Geography; HP - Health and Physical Education (Men and Women); HE - Home Economics; IA - Industrial Arts; LS - Library Science; Ma - Mathematics; Mu - Music; PS - Physical Science; SS - Social Science; Sp - Speech; NS - Natural Science.

TEACHERS COLLEGE BOARD

b. Graduate

| Size of Class | Ar | BS | BE | EP | En | FL | Ge | HP | HE | IA | Ma | Mu | PS | SS | Sp | Tot. |
|------------------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|------|
| 30-34 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 25-29 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| 20-24 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 15-19 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 3 |
| 10-14 | 0 | 1 | 0 | 6 | 0 | 0 | 1 | 3 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 13 |
| 5-9 | 2 | 1 | 1 | 3 | 0 | 0 | 1 | 2 | 1 | 2 | 2 | 1 | 0 | 1 | 1 | 18 |
| 0-4 | 0 | 1 | 2 | 6 | 0 | 0 | 1 | 1 | 0 | 1 | 0 | 2 | 3 | 1 | 3 | 21 |
| Total | 2 | 3 | 3 | 19 | 0 | 0 | 3 | 6 | 2 | 3 | 3 | 3 | 3 | 3 | 4 | 57 |
| Mean | 6 | 7 | 4 | 10 | 0 | 0 | 8 | 9 | 11 | 4 | 9 | 4 | 2 | 9 | 3 | 8 |

II. FACULTY

1. Resignations

- a. Dr. Marie Dirks, as Professor of Home Economics, effective at the close of the 1954-1955 school year, in order to accept a position as Head of the Home Economics Education Division at Ohio State University.
- b. Mr. Walter Freauff, as Resident Director of Dunn Hall, effective June 30, 1955, in order to continue his education.
- c. Mr. Gerald F. Gates, as Assistant Professor of the Teaching of Art, effective at the close of the 1954-1955 school year, in order to accept a position at San Diego State College in California.
- d. Dr. Richard G. Brown, as Professor of Social Science, effective at the close of the 1954-1955 school year, in order to remain as Executive Officer of the Teachers College Board.
- e. Miss Theresa Landry, Faculty Assistant in the Department of Health and Physical Education for Women, effective January 3, 1955, in order to be married.

1A. New Appointments (Replacements)

- a. Mrs. Dorothy Soellner, as Assistant Professor of English, effective February 1, 1955, at a salary rate of \$510.00 per month for the four and one-half months of the second semester, to take the place of Miss Thelma Nelson, on leave. Mrs. Soellner has a bachelor's degree from Denison University in Granville, Ohio, and a master's degree from the University of Chicago, with further graduate work at the University of Illinois. Her experience has been in high schools of Illinois and at the University of Illinois.
- b. Mrs. Lucile Holmes, to continue as Assistant Professor of Speech, on the basis of a four-fifths load, with a salary rate of \$408.00 per month for the four and one-half months of the second semester.

PROCEEDINGS

- c. Mrs. Norma B. Olson, as Faculty Assistant in the Department of Health and Physical Education for Women, effective February 1, 1955, at a salary rate of \$100.00 per month for the four and one-half months of the second semester, to take the place of Miss Theresa Landry, resigned.
- b. Mr. Danton B. Sailor, as Instructor in Social Science, at a salary of \$420.00 per month for 3-1/2 months effective March 1 to replace Charles A. Harper, on leave.

1B. Sick-leave

- a. Mr. Charles A. Harper on sick leave effective March 1.

1C. Substitutes

- a. Mrs. Dorothy Davis Faul to be added to the list of approved substitute teachers.

2. Retirements

- a. Miss Alta J. Day, Assistant Professor of Business Education, effective August 31, 1955.
- b. Miss Josephine Shea, Instructor and Supervising Teacher at the Illinois Soldiers and Sailors Childrens School, effective January 1, 1955, reported as a matter of record, since Miss Shea is not under the University Retirement System.

3. Leaves of Absence.

a. Sabbatical

The following persons are eligible for sabbatical leaves on the basis of the length of time they have been at Illinois State Normal University and as coming within the quota of the number of persons entitled to sabbatical leaves based on the size of the faculty. These leaves recommended are for the entire 1955-1956 school year unless otherwise indicated.

- (2) Harold De Weese, Assistant Professor of Physical Science
- (3) Louise Farmer, Instructor and Supervising Teacher in the Fifth-Sixth Grades, Special Education Building
- (4) Inez Mauck, Assistant Professor and Supervising Teacher in Third-Fourth Grades, Special Education Building
- (5) Orrin J. Mizer, Instructor and Supervising Teacher in the Junior High School, Assistant Principal of Illinois Soldiers and Sailors Childrens School
- (6) Stanley K. Norton, Assistant Dean of Men
- (7) Donald Templeton, Assistant Professor of the Teaching of English
- (8) Lela Winegarner, Assistant Professor of English (Second Semester only)

b. Non-Sabbatical

Non-sabbatical leaves are recommended for the following staff members for the entire 1955-1956 school year.

TEACHERS COLLEGE BOARD

- (1) Wallace Ramsey, Instructor in Education
- (2) Gwen Smith, Associate Professor of Health and Physical Education

For the 2nd semester of 1954-55 - Miss Thelma Nelson, Assistant Professor of English (illness)

c. Continuation of Leaves

The following persons are recommended to receive continuation of leaves for the 1955-1956 school year for the reasons indicated, on a non-sabbatical basis.

- (1) Marion C. Allen (Health)
- (2) Gladys Bartle (Health)
- (3) Allie Ward Billingsley (Further graduate study)
- (4) Linder W. Hacker (Health)
- (5) Wezette Hayden (Health)
- (6) Alice Hitchcock (Further graduate study)
- (7) Ruth M. Lundvall (Further graduate study)

d. Returning from Leaves

The following persons are expected to return to their work after leaves of absence during the 1954-1955 school year.

- (1) Roger D. Blomgren, Instructor in Industrial Arts
- (2) Alma B. Bremer, Instructor in Home Economics
- (3) Rose B. Buehler, Associated Professor of Education
- (4) Helen M. Cavanagh, Professor of Social Science
- (5) C. A. DeYoung, Professor of Education and Head of the Department
- (6) Alice Ebel, Assistant Professor of Social Science
- (7) Augusta Gienapp, Assistant Librarian
- (8) Lucille G. Hagman, Instructor and Supervising Teacher in Seventh-Eighth Grades
- (9) Charles A. Harper, Associate Professor of Social Science
- (10) Bernadine Johnson, Instructor in Home Economics
- (11) Loretta Kreuz, Instructor and Assistant Librarian
- (12) Ruth M. Lundvall, Assistant Professor of Psychology
- (13) Dorothy McEvoy, Instructor and Supervising Teacher, Deaf and Hard of Hearing
- (14) Thelma Nelson, Assistant Professor of English
- (15) Lucy Lucile Tasher, Associate Professor of Social Science
- (16) Isabelle Terrill, Assistant Dean of Women, Director of Women's Residence Halls
- (17) Sadie B. Udstuen, Instructor and Supervising Teacher in the Seventh Grade
- (18) Charlotte Wilcox, Assistant Professor of Biological Science

PROCEEDINGS

4. Promotions in Rank

The following persons are recommended for promotions in rank, effective from July 1, 1955.

a. From Associate Professor to Professor

- (1) Dr. Rose B. Buehler
- (2) Dr. M. Regina Connell
- (3) Dr. Eugene L. Hill
- (4) Dr. Leslie M. Isted
- (5) Dr. Blossom Johnson
- (6) Dr. Marion G. Miller

b. From Assistant Professor to Associate Professor

- (1) Dr. Ralph A. Benton
- (2) Dr. Douglas R. Bey
- (3) Dr. Francis R. Brown
- (4) Dr. Dorothy E. Fensholt
- (5) Dr. Arley F. Gillett
- (6) Dr. Arlan C. Helgeson
- (7) Dr. Benjamin J. Keeley
- (8) Dr. Clarence H. Kurth

c. From instructor to Assistant Professor

- (1) Miss Helen A. Dooley
- (2) Miss Beryl Galaway
- (3) Mrs. Margaret Jorgensen
- (4) Mr. Charles B. Porter

d. From Faculty Assistant to Instructor

- (1) Miss Dolores Lauf

5. Changes in Assignment

- a. Dr. Clyde T. McCormick, from Acting Head of the Department of Mathematics to Head of the Department.
- b. Mr. Francis Wade, from Acting Director of Alumni Relations to Director of Alumni Relations
- c. Miss Ruth Huggins, from Dean of Girls in University High School to Assistant Principal of University High School.

5a. Substitute Teachers

- a. Mrs. Jane Kollaritsch, in the English Department, at a salary rate of \$500.00 per month for three weeks or less, a total not to exceed \$375.00.
- b. Mrs. Margaret McIntyre, to continue as teacher in the Kindergarten in the Special Education Building for the 1955-1956 school year, at a salary rate of \$480.00 per month, or \$4320.00 for the nine months.

TEACHERS COLLEGE BOARD

6. Faculty for the Academic Year, 1955-1956

- a. The following persons, listed according to academic rank and in order of salary under each rank, are recommended for employment in regular teaching positions for the school year 1955-1956 at salaries indicated at the extreme right, these appointments effective September 1955.

| Name | Academic Degree | Department | Salary 1954-1955 | Salary 1955-1956 |
|------------------------|-----------------|--------------------|------------------|------------------|
| <u>Professors</u> | | | | |
| *Horton, Clifford E. | Ed.D. | Health and P.E. | \$7110.00 | \$7380.00 |
| *Lamkey, Ernest M. R. | Ph.D. | Biological Science | 7110.00 | 7380.00 |
| *Whitten, Jennie A. | Ph.D. | Foreign Languages | 7110.00 | 7380.00 |
| *DeYoung, Chris A. | Ph.D. | Education | 6930.00 | 7200.00 |
| *French, Esther | Ph.D. | Health and P.E. | 6930.00 | 7200.00 |
| *Gooding, R. U. | Ph.D. | Physical Science | 6930.00 | 7200.00 |
| *Hiatt, Herbert R. | Ph.D. | English | 6930.00 | 7200.00 |
| *Holmes, F. Lincoln D. | Ph.D. | Speech | 6930.00 | 7200.00 |
| *Hoover, F. Louis | Ed.D. | Art | 6930.00 | 7200.00 |
| *Kinneman, John A. | Ph.D. | Social Science | 6930.00 | 7200.00 |
| *Knudson, Emma R. | Ph.D. | Music | 6930.00 | 7200.00 |
| *Parker, Rose E. | Ph.D. | Education | 6930.00 | 7200.00 |
| *Stombaugh, Ray M. | Ph.D. | Industrial Arts | 6930.00 | 7200.00 |
| *Toll, Lewis R. | Ph.D. | Business Education | 6930.00 | 7200.00 |
| *Davis, Florence | Ph.D. | Home Economics | 6750.00 | 7020.00 |
| Cooper, Bernice | Ph.D. | Health and P.E. | 6570.00 | 6840.00 |
| Glasener, F. Russell | Ph.D. | Social Science | 6570.00 | 6840.00 |
| Gray, Nina E. | Ph.D. | Biological Science | 6570.00 | 6840.00 |
| *McCormick, Clyde T. | Ph.D. | Mathematics | 6570.00 | 6840.00 |
| Marshall, Helen E. | Ph.D. | Social Science | 6570.00 | 6840.00 |
| Marzolf, Stanley S. | Ph.D. | Psychology | 6570.00 | 6840.00 |
| *Nance, Helen M. | Ph.D. | Education | 6570.00 | 6840.00 |
| Okerlund, Gerda | Ph.D. | English | 6570.00 | 6840.00 |
| Sorrenson, Fred S. | Ph.D. | Speech | 6570.00 | 6840.00 |
| Dillinger, Claude M. | Ph.D. | Psychology | 6390.00 | 6660.00 |
| Tiedeman, Herman R. | Ph.D. | Psychology | 6390.00 | 6660.00 |
| *Watterson, Arthur W. | Ph.D. | Geography | 6390.00 | 6660.00 |
| Ingram, Christine P. | Ph.D. | Education | 6210.00 | 6480.00 |
| Peithman, Harlan W. | Ed.D. | Music | 6210.00 | 6480.00 |
| Vetter, Dale B. | Ph.D. | English | 6210.00 | 6480.00 |
| Fielding, Howard I. | Ph.D. | English | 6030.00 | 6300.00 |
| Henline, Ruth | Ph.D. | English | 6030.00 | 6300.00 |
| Lichty, Elden A. | Ed.D. | Education | 6030.00 | 6300.00 |
| Lueck, W. R. | Ph.D. | Education | 6030.00 | 6300.00 |
| Micken, Ralph A. | Ph.D. | Speech | 6030.00 | 6300.00 |
| Cavanagh, Helen | Ph.D. | Social Science | 5850.00 | 6120.00 |
| Frey, Bernice G. | Ph.D. | Health and P.E. | 5850.00 | 6120.00 |
| Gueffroy, Edna M. | Ph.D. | Geography | 5850.00 | 6120.00 |
| Koepke, Harold F. | Ph.D. | Business Education | 5850.00 | 6120.00 |
| Buehler, Rose Burgess | Ed.D. | Education | 5760.00 | 5940.00 |
| Connell, M. Regina | Ed.D. | Foreign Languages | 5760.00 | 5940.00 |
| Hill, Eugene L. | Ed.D. | Health and P.E. | 5580.00 | 5940.00 |
| Isted, Leslie M. | Ph.D. | Music | 5760.00 | 5940.00 |
| Johnson, Blossom | Ed.D. | Home Economics | 5040.00 | 5940.00 |
| Miller, Marion G. | Ph.D. | Art | 5760.00 | 5940.00 |

* Indicates Head of Department or Director of Division.

PROCEEDINGS

| Name | Academic Degree | Department | Salary 1954-1955 | Salary 1955-1956 |
|------------------------------|-----------------|--------------------|------------------|------------------|
| <u>Associate Professors</u> | | | | |
| Vinson, Esther | Ph.D. | English | 6300.00 | 6480.00 |
| Griffith, Esther M. | Ph.D. | Physical Science | 6120.00 | 6300.00 |
| Gray, Miriam | Ed.D. | Health and P.E. | 5940.00 | 6120.00 |
| Ashbrook, William D. | Ph.D. | Industrial Arts | 5760.00 | 5940.00 |
| Belshe, Francis B. | Ph.D. | Education | 5760.00 | 5940.00 |
| Cogdal, Joseph T. | A.M. | Health and P.E. | 5760.00 | 5940.00 |
| Conkey, Frances | M.S. | Home Economics | #5760.00 | #5940.00 |
| Conrad, George | Ed.D. | Art | 5760.00 | 5940.00 |
| De Wees, W. I. | Ed.D. | Education | 5760.00 | 5940.00 |
| Esworthy, R. W. | Ph.D. | Business Education | 5760.00 | 5940.00 |
| Evans, G. Harlowe | Ph.D. | Physical Science | 5760.00 | 5940.00 |
| Harper, Charles A. | M.S. | Social Science | 5760.00 | 5940.00 |
| *Hudelson, C. W. | M.S. | Agriculture | 5760.00 | 5940.00 |
| Jochums, Milford C. | Ph.D. | English | 5760.00 | 5940.00 |
| Martens, J. Louis | Ph.D. | Biological Science | 5760.00 | 5940.00 |
| Peters, Margaret | Ed.D. | Business Education | 5760.00 | 5940.00 |
| Ries, Donald T. | Ph.D. | Biological Science | 5760.00 | 5940.00 |
| ³ Smith, Gwen | Ph.D. | Health and P.E. | 5760.00 | (5940.00) |
| Sorensen, C. W. | Ph.D. | Geography | 5760.00 | 5940.00 |
| Tasher, Lucy Lucile | Ph.D. | Social Science | 5760.00 | 5940.00 |
| Yedor, Leo J. | Ph.D. | Social Science | 5760.00 | 5940.00 |
| Dilks, Eleanor | Ph.D. | Biological Science | 5580.00 | 5760.00 |
| Gimmesstad, Victor E. | Ph.D. | English | 5580.00 | 5760.00 |
| McIntyre, Wallace E. | Ph.D. | Geography | 5580.00 | 5760.00 |
| Pearcy, Henri R. | Ph.D. | Social Science | 5580.00 | 5760.00 |
| Rine, T.E. | Ph.D. | Mathematics | 5580.00 | 5760.00 |
| Wells, Mildred C. | Ph.D. | Education | 5580.00 | 5760.00 |
| Young, Orville L. | Ed.D. | Agriculture | 5580.00 | 5760.00 |
| Barber, G. Bradford | Ph.D. | Speech | 5400.00 | 5580.00 |
| Eckelmann, Dorathy | Ph.D. | Speech | 5400.00 | 5580.00 |
| Freyberger, Ruth M. | Ed.D. | Art | 5400.00 | 5580.00 |
| Moore, Robert H. | Ph.D. | Education | 5400.00 | 5580.00 |
| Sands, Theodore | Ph.D. | Social Science | 5400.00 | 5580.00 |
| Serra, Mary | Ph.D. | Education | 5400.00 | 5580.00 |
| Spector, Irwin | Ph.D. | Music | 5400.00 | 5580.00 |
| Bey, Douglas R. | Ph.D. | Mathematics | 5130.00 | 5400.00 |
| Fensholt, Dorothy | Ph.D. | Biological Science | 5130.00 | 5400.00 |
| Kurth, Clarence H. | Ed.D. | Education | 5130.00 | 5400.00 |
| Benton, Ralph A. | Ph.D. | Agriculture | 4770.00 | 5220.00 |
| Brown, Francis | Ed.D. | Mathematics | 4950.00 | 5220.00 |
| Dalluge, DeVerne | Ed.D. | Physical Science | 5040.00 | 5220.00 |
| Eikenberry, Alice | Ed.D. | Social Science | 5040.00 | 5220.00 |
| Gillett, Arley F. | P.E.D. | Health and P.E. | 4950.00 | 5220.00 |
| Helgeson, Arlan C. | Ph.D. | Social Science | 4950.00 | 5220.00 |
| Keeley, Benjamin J. | Ph.D. | Social Science | 4770.00 | 5220.00 |
| Rhymer, E. Ione | Ph.D. | Biological Science | 5040.00 | 5220.00 |
| <u>Assistant Professors</u> | | | | |
| Allen, Mabel Clare | M.A. | Speech | 5490.00 | 5760.00 |
| Ellis, Margery | A.M. | Foreign Languages | 5490.00 | 5760.00 |
| Flagg, Elinor B. | M.S. | Mathematics | 5490.00 | 5760.00 |
| ³ Hayden, Wezette | M.A. | Education | 5490.00 | (5760.00) |
| Hinman, Dorothy | M.A. | English | 5490.00 | 5760.00 |
| Ross, Josephine | M.A. | Home Economics | 5490.00 | 5760.00 |

* Indicates Head of Department or Director of Division.

¹ Sabbatical leave 1955-1956.

² Sabbatical leave 1955-1956, second semester only.

³ Non-sabbatical leave 1955-1956, salary rate indicated in parentheses.

Plus housing valued at \$50.00 per calendar month.

TEACHERS COLLEGE BOARD

| Name | Academic Degree | Department | Salary 1954-1955 | Salary 1955-1956 |
|---|-----------------|--------------------|------------------|------------------|
| <u>Assistant Professors - Continued</u> | | | | |
| Stroud, Ruth | M.S. | English | 5490.00 | 5760.00 |
| Arnold, Mary S. | A.M. | Education | 5310.00 | 5580.00 |
| Ebel, Alice L. | A.M. | Social Science | 5310.00 | 5580.00 |
| Hess, Leland E. | A.M. | Social Science | 5310.00 | 5580.00 |
| Ivens, Howard J. | A.M. | Physical Science | 5310.00 | 5580.00 |
| Laubaugh, L. E. | A.M. | Agriculture | 5310.00 | 5580.00 |
| McDevitt, Neva | A.M. | Geography | 5310.00 | 5580.00 |
| Robie, Doris | M.A. | Health and P.E. | 5310.00 | 5580.00 |
| Webb, Mary D. | M.A. | Business Education | 5310.00 | 5580.00 |
| ² Winegarner, Lela | A.M. | English | 5310.00 | 5580.00 |
| Yates, Ruth V. | M.A. | Speech | 5310.00 | 5580.00 |
| ³ Billingsley, Allie Ward | M.A. | Foreign Languages | 5130.00 | (5400.00) |
| Brunk, Dorothy G. | M.A. | Social Science | 5130.00 | 5400.00 |
| Buell, Mary E. | M.A. | Home Economics | 5130.00 | 5400.00 |
| Crompton, Mabel P. | S.M. | Geography | 5130.00 | 5400.00 |
| Douglass, T. J. | M.S. | Agriculture | 5130.00 | 5400.00 |
| Ellis, John K. | M.P.H. | Biological Science | 5130.00 | 5400.00 |
| Force, Thelma | M.A. | Psychology | 5130.00 | 5400.00 |
| Frye, Harold E. | M.A. | Health and P.E. | 5130.00 | 5400.00 |
| Green, John W. | M.S. | Agriculture | 5130.00 | 5400.00 |
| Hammerlund, C. M. | M.S. | Industrial Arts | 5130.00 | 5400.00 |
| ³ Hitchcock, Alice | M.A. | Education | 5130.00 | (5400.00) |
| Huggins, Ruth | A.M. | English | 5130.00 | 5400.00 |
| Lundvall, Ruth M. | M.A. | Education | 5130.00 | 5400.00 |
| Mansfield, Faye E. | M.A. | Education | 5130.00 | 5400.00 |
| Ogle, Alice R. | M.A. | Art | 5130.00 | 5400.00 |
| Parker, Mary R. | M.A. | Art | 5130.00 | 5400.00 |
| Roell, Candace | M.A. | Health and P.E. | 5130.00 | 5400.00 |
| Russell, Elizabeth | M.A. | Education | 5130.00 | 5400.00 |
| Sherrard, Wayne F. | M.M. in Ed. | Music | 5130.00 | 5400.00 |
| Smith, L. S. | A.M. | Physical Science | 5130.00 | 5400.00 |
| Struck, Edwin G. | M.S. | Health and P.E. | 5130.00 | 5400.00 |
| Tudor, Raymond W. | M.A. | English | 5130.00 | 5400.00 |
| Wise, Vermell | M.A. | English | 5130.00 | 5400.00 |
| Barford, George | M.S. | Art | 4950.00 | 5220.00 |
| Cole, Ruth L. | M.A. | Education | 4950.00 | 5220.00 |
| Eastman, Leo E. | Ed.D. | Education | 4950.00 | 5220.00 |
| Grout, W. Stuart | M.A. | Education | 4950.00 | 5220.00 |
| Hackett, Perry | M.Mus. | Music | 4950.00 | 5220.00 |
| Hoyman, Verna A. | M.A. in Ed. | English | 4950.00 | 5220.00 |
| Jessa, Marie | M.A. | Business Education | 4950.00 | 5220.00 |
| Lewis, Marjorie | M.A. | Education | 4950.00 | 5220.00 |
| ¹ Mauck, Inez | A.M. | Education | 4950.00 | 5220.00 |
| Moore, Harold A. | M.S. | Biological Science | 4950.00 | 5220.00 |
| Nelson, Thelma | M.A. | English | 5130.00 | 5220.00 |
| Stein, Ethel | M.A. | Education | 4950.00 | 5220.00 |
| Tarrant, Thalia J. | A.M. | Social Science | 4950.00 | 5220.00 |
| Wade, Francis | M.A. | Social Science | 4950.00 | 5220.00 |
| Wheeler, Harriet R. | M.A. | Business Education | 4950.00 | 5220.00 |
| Wilcox, Charlotte E. | M.S.P.H. | Biological Science | 5130.00 | 5220.00 |
| Alexander, Frances M. | A.M. | Social Science | 4770.00 | 5040.00 |
| Almy, Theodore | A.M. | English | 4770.00 | 5040.00 |
| Bird, Ruth | M.A. | Health and P.E. | 4770.00 | 5040.00 |
| Chiles, Helen | A.M. | Foreign Languages | 4770.00 | 5040.00 |
| Damm, Frances L. | M.S. in Ed. | Education | 4770.00 | 5040.00 |

¹ Sabbatical leave 1955-1956.

² Sabbatical leave 1955-1956, second semester only.

³ Non-sabbatical leave 1955-1956, salary rate indicated in parentheses.

PROCEEDINGS

| Name | Academic Degree | Department | Salary 1954-1955 | Salary 1955-1956 |
|---|--------------------|---|---------------------|---------------------|
| <u>Assistant Professors - Continued</u> | | | | |
| Gund, Jeannette | Ph.D. | Health and P.E. | 4770.00 | 5040.00 |
| Hammond, Robert G. | M.A. | Industrial Arts | 4770.00 | 5040.00 |
| Heldt, Carl D. | M.P.E. | Health and P.E. | 4770.00 | 5040.00 |
| Hiler, Alta Grace | M.A. | English | 4770.00 | 5040.00 |
| McEwen, Helen | M.A. | Business Education | 4770.00 | 5040.00 |
| Parret, Margaret | M.A. | Speech | 4770.00 | 5040.00 |
| Paulson, Harold G. | M.A. | Psychology | 4770.00 | 5040.00 |
| Payne, Edwin A. | M.Ed. | Psychology | 4770.00 | 5040.00 |
| Piper, Zora Cernich | M.A. | Health and P.E. | 4770.00 | 5040.00 |
| Poole, Lewis A. | Sc.M. | Physical Science | 4770.00 | 5040.00 |
| Sheveland, Alice | M.A.inEd. | Education (Childrens School, 12 mo.) | 4770.00 | 5040.00 |
| Vance, Arden L. | M.M. | Music | 4770.00 | 5040.00 |
| Young, Lyle M. | M.A. | Music | 4770.00 | 5040.00 |
| Becker, James | M.A. | Social Science | 4590.00 | 4860.00 |
| 1De Weese, Harold | M.S.inEd. | Physical Science | 4590.00 | 4860.00 |
| Garton, Malinda | A.M. | Education | 4590.00 | 4860.00 |
| Jorgensen, Margaret | M.A. | Education | 4680.00 | 4860.00 |
| Kuntz, Lowell | M.S.inEd. | Music | 4590.00 | 4860.00 |
| Peikert, Cecilia | M.S. | Director of Museums | 4590.00 | 4860.00 |
| Porter, Charles | M.S.inEd. | Industrial Arts | 4680.00 | 4860.00 |
| Schmidt, Robert S. | Ph.D. | Biological Science | 4590.00 | 4860.00 |
| 1Templeton, Donald F. | M.A. | English | 4590.00 | 4860.00 |
| Pugno, Lawrence | M.A. | Science | 4410.00 | 4680.00 |
| Babchuk, Nicholas | Ph.D. | Social Science | --- | 4680.00 |
| <u>Instructors</u> | | | | |
| Shea, Grace R. | R.N.,M.A. | Health Education | 4860.00 | 5040.00 |
| Bremer, Alma | A.M. | Home Economics | 4680.00 | 4860.00 |
| Goff, James F. | M.S.inEd. | Health and P.E. | 4680.00 | 4860.00 |
| Hagman, Lucille G. | M.A. | Education | 4680.00 | 4860.00 |
| Headley, Will C. | M.Mus. | Music | 4680.00 | 4860.00 |
| Howard, Josephine | M.A. | Education | 4680.00 | 4860.00 |
| Hughes, Elizabeth | M.S.inEd. | Education | 4680.00 | 4860.00 |
| Johnson, Bernadine | M.E. | Home Economics | 4680.00 | 4860.00 |
| McEvoy, Dorothy | M.A. | Education | 4680.00 | 4860.00 |
| 1Mizer, Orrin G. | M.A. | Education (Childrens School, 12 mo.) | 4680.00 | 4860.00 |
| O'Brien, Alice | M.S.inEd. | Education | 4680.00 | 4860.00 |
| 3Ramsey, Wallace | M.S.inEd. | Education | 4680.00 | (4860.00) |
| Rozum, Mary A. | M.S. | Education | 4680.00 | 4860.00 |
| Tasker, Vivian | M.A. | Education | 4680.00 | 4860.00 |
| Udstuen, Sadie B. | M.A. | Education | 4680.00 | 4860.00 |
| Westhoff, Margaret | M.S. | Music | 4680.00 | 4860.00 |
| Brome, Robert B. | M.A. | English | 4500.00 | 4680.00 |
| Hardine, Doris | M.M. | Music | 4500.00 | 4680.00 |
| Schell, Wilma M. | M.M. | Music | 4500.00 | 4680.00 |
| Benjamin, Paul K. | M.A. | Health and P.E. | 4320.00 | 4500.00 |
| Bickley, C. Eric | M.S. | Speech | 4320.00 | 4500.00 |
| Blomgren, Roger D. | M.A. | Industrial Arts | 4320.00 | 4500.00 |
| Engberg, Edna | M.Ed. | Health and P.E. | 4320.00 | 4500.00 |
| 1Farmer, Louise | M.S.inEd. | Education | 4320.00 | 4500.00 |
| McCarthy, Willard J. | Ed.M. | Industrial Arts | --- | 4500.00 |
| Grounds, Mable J. | M.A. | Foreign Languages | 4320.00 | 4500.00 |
| Miles, Don E. | M.S. | Health and P.E. | 4320.00 | 4500.00 |

1 Sabbatical leave 1955-1956.

2 Sabbatical leave 1955-1956, second semester only.

3 Non-sabbatical leave 1955-1956, salary rate indicated in parentheses.

TEACHERS COLLEGE BOARD

| Name | Academic Degree | Department | Salary 1954-1955 | Salary 1955-1956 |
|--------------------------------|-----------------|--|------------------|------------------|
| <u>Instructors - Continued</u> | | | | |
| Miner, Margie Jeanne | M.S. | Health and P.E. | 4320.00 | 4500.00 |
| Parker, Donald R. | M.S. | Biol.—Lab. Technician | 4320.00 | 4500.00 |
| Popejoy, William D. | M.S.inEd. | Mathematics | 4320.00 | 4500.00 |
| Tomlinson, Robert M. | M.S.inEd. | Industrial Arts | 4320.00 | 4500.00 |
| Wesle, John | M.A. | Art | 4320.00 | 4500.00 |
| Carlock, John R. | M.S.inEd. | Biological Science | 4140.00 | 4320.00 |
| Harden, Warren R. | M.A. | Social Science | 4140.00 | 4320.00 |
| Marshall, Dale L. | M.S. | Mathematics | 4140.00 | 4320.00 |
| Richards, Doris | M.S. | Speech | 4140.00 | 4320.00 |
| Stickles, Elizabeth | M.S. | Home Economics | 4140.00 | 4320.00 |
| Hartley, William D. | M.S. | Art | 3960.00 | 4140.00 |
| Parker, Louise O'Neil | M.P.H. | Health Education | 3960.00 | 4140.00 |
| Bass, Buford H. | M.S.inEd. | Health and P.E. | 3780.00 | 3960.00 |
| Crews, Warren S. | M.S.inEd. | Health and P.E. | 3780.00 | 3960.00 |
| French, Joseph | M.S.inEd. | Education | 3780.00 | 3960.00 |
| West, Robert L. | M.S.inEd. | Education | 3780.00 | 3960.00 |
| Lauf, Dolores | M.S.inEd. | Education | 3510.00 | 3780.00 |
| Rylander, Carol Anne | M.A. | Director, Barton Hall | #3600.00 | #3780.00 |
| <u>Faculty Assistants</u> | | | | |
| Claus, John R. | B.S.inEd. | Agriculture (Childrens School, 12 mo.) | 3555.00 | 3555.00 |
| Johnston, Mary Edna | B.S.inEd. | Education | 3555.00 | 3555.00 |
| Smith, Elizabeth F. | | Kindergarten | 3555.00 | 3555.00 |
| <u>Library Staff</u> | | | | |
| Welch, Eleanor W. | M.S. | Associate Professor Director of Libraries | 5760.00 | 5940.00 |
| Zimmerman, Ruth | M.A. | Asst.Prof., Asst.Libr. | 5490.00 | 5760.00 |
| Guthrie, Clara L. | M.S. | Asst.Prof., Asst.Libr. | 5310.00 | 5580.00 |
| Speer, Eunice H. | M.S. | Asst.Prof., Asst.Libr. | 5310.00 | 5580.00 |
| Metzler, Winifred S. | M.A. | Asst.Prof., Asst.Libr. | 4950.00 | 5220.00 |
| Crosby, Lucile Z. | M.S.in L.S. | Asst.Prof., Asst.Libr. | 4770.00 | 5040.00 |
| Kreuz, Loretta | M.S. in L.S. | Asst.Prof., Asst.Libr. | 4770.00 | 5040.00 |
| Lawrence, Margaret | M.A. | Asst.Prof., Asst.Libr. | 4770.00 | 5040.00 |
| Pohle, Genevieve | M.A. | Asst.Prof., Asst.Libr. | 4770.00 | 5040.00 |
| Dooley, Helen | M.A. | Asst.Prof., Asst.Libr. | 4680.00 | 4860.00 |
| Galaway, Beryl | A.M.L.S. | Asst.Prof., Asst.Libr. | 4680.00 | 4860.00 |
| Gienapp, Augusta | B.S.inL.S. | Instructor, Asst.Libr. | 4500.00 | 4680.00 |
| Karr, Ila F. | M.A. | Instructor, Asst.Libr. | 4320.00 | 4500.00 |

1 Sabbatical leave 1955-1956

Plus maintenance valued at \$80.00 per calendar month.

7. Twelve Months Appointments

- a. The following persons, on an academic basis and listed in order of salary, are recommended for employment in regular positions as indicated for the calendar year July 1, 1955 to June 30, 1956, with salaries indicated at the extreme right, these appointments and salaries effective July 1, 1955.

| Name | Academic Degree | Payroll Title | Position Nature of Work | Salary 1954-55 | Salary 1955-56 |
|-------------------|-----------------|---------------|---|----------------|----------------|
| Larsen, Arthur H. | Ph.D. | Professor | Dean | 9960 | (10,370) |
| Carrington, J. W. | Ph.D. | Professor | Director of Laboratory School Experiences | 9480 | 9840 |

PROCEEDINGS

| Name | Academic Degree | Payroll Title | Position Nature of Work | Salary 1954-55 | Salary 1955-56 |
|------------------------|-----------------|-------------------------------------|--|----------------|----------------|
| Ullsvik, Bjarne R. | Ph.D. | Professor | Admin. Assistant to President | 9000 | 9360 |
| Miller, L. W. | Ph.D. | Professor | Dir. University Field Services | 8760 | 9120 |
| Linkins, R. H. | A.M. | Assoc. Prof. Ex. Asst. Ed. & Ad. | Dean of Men | 8640 | 8880 |
| Hardy, C. W. | M.D. | Professor | Dir. University Health Service | 8640 | 8880 |
| Lovell, Harry D. | Ed.D. | Professor | Prin., Univ. H.S. | 8280 | 8640 |
| Taylor, Glenn J. | Ph.D. | Professor | Dir. Hearing Lab. | 8280 | 8640 |
| Keaton, Anna L. | Ph.D. | Assoc. Prof. Ex. Asst. Ed. & Ad. | Dean of Women | 8160 | 8400 |
| Replogle, Vernon L. | Ed.D. | Assoc. Prof. | Principal, Metcalf Elem. School | 8160 | 8400 |
| Gibson, Harold E. | Ph.D. | Professor | Dir. Bureau of Appts. | 8040 | 8400 |
| Ensign, Preston M. | B.Ed. | Ex. Asst. Ed. & Ad. | Business Manager | 7860 | 8100 |
| Hancock, H. J. | M.S. | Assoc. Prof. | Director of Athletics | 7680 | 7920 |
| Hall, Gertrude M. | Ed.D. | Assoc. Prof. | Director of Publicity | 7680 | 7920 |
| Lauby, Cecilia | Ed.D. | Assoc. Prof. | Coordinator, Student Teaching | 7680 | 7920 |
| Miller, Murray Lincoln | Ph.D. | Assoc. Prof. | Dir. Audio-Visual Aids | 7680 | 7920 |
| Norton, Stanley K. | Ph.D. | Assoc. Prof. | Assistant Dean of Men | 7680 | 7920 |
| Reusser, John L. | Ph.D. | Assoc. Prof. | Principal, Childrens School | 7680 | 7920 |
| Brenneman, Elsie | M.A. | Asst. Prof. Ex. Asst. Ed. & Ad. | Dir. of Admissions | 7500 | 7740 |
| Kirchhoefer, Esther | M.A. | Instructor Ex. Asst. Ed. & Ad. | Registrar | 6960 | 7200 |
| O'Connor, Burton L. | Ed.D. | Assoc. Prof. | Dir. Univ. H.S. Athletics | 6960 | 7200 |
| Rickman, Lillie Mae | A.M. | Asst. Prof. | Principal, Special Education Bld. | 6840 | 7200 |
| Terrill, Isabelle | A.M. | Instructor | Dir. Women's Residence Halls, Asst. Dean of Women | #6240 | #6480 |
| White, William V. | M.S. in Ed. | Instructor | Dir. Univ. Press | 6240 | 6480 |
| Honn, Max L. | M.S. | Instructor | Asst. Dir. Univ. Press | 6000 | 6240 |
| Steele, J. Russell | M.S. in Ed. | Asst. Prof. | Publicity - H. & P.E. | 5880 | 6240 |
| Smith, Nelson | M.S. in Ed. | Instructor | Publicity-Audio Visual | 5760 | 6000 |
| Malmberg, Eloise | A.B. | Ex. Asst. Ed. & Ad. | Director of Housing | 5400 | 5640 |
| Melrose, Ferne | B.Ed. | Ex. Asst. Ed. & Ad. | Recorder | 5400 | 5640 |
| Soldwedel, Bette | M.S. in Ed. | Instructor | Asst. Dir. Women's Residence | #5040 | #5280 |
| Carver, Katherine | A.M. | | Emerita Instructor | 2100 | 2100 |
| Dexheimer, Lora M. | | | Emerita Instructor | 2100 | 2100 |
| Eyestone, Lura M. | B.S. | | Emerita Instructor | 2100 | 2100 |

Plus maintenance valued at \$80.00 per calendar month.

8. Summer Session Faculty, 1955

- a. The faculty here listed covers the regular eight-weeks summer session, June 20 to August 12, and also the post session from August 15 to September 2.

Summer Session Faculty 1955

| Name | Degree | Department | June | Salary July | August |
|----------------------|-------------|-----------------|----------|-------------|----------|
| Allen, Mabel Clare | M.A. | Speech | \$203.33 | \$640.00 | \$426.67 |
| Almy, Theodore B. | A.M. | English | 176.67 | 560.00 | 373.33 |
| Arnold, Mary S. | A.M. | Education | 196.67 | 620.00 | 413.33 |
| Ashbrook, William D. | Ph.D. | Ind. Arts | 213.33 | 660.00 | 440.00 |
| Barber, G. Bradford | Ph.D. | Speech | 200.00 | 620.00 | 413.33 |
| Barford, George | M.A. | Art | 412.50 | 580.00 | 580.00 |
| Bass, Buford H. | M.S. in Ed. | Health and P.E. | 420.00 | 440.00 | 440.00 |
| Becker, James M. | M.A. | Social Science | 170.00 | 540.00 | 360.00 |
| Belshe, Francis B. | Ph.D. | Education | 213.33 | 660.00 | 440.00 |
| Benjamin, Paul K. | M.S. | Health and P.E. | 312.00 | --- | --- |
| Benton, Ralph A. | Ph.D. | Agriculture | 176.67 | 580.00 | 386.67 |
| Bey, Douglas R. | Ph.D. | Mathematics | 190.00 | 600.00 | 400.00 |
| Bickley, C. Eric | M.S. | Speech | 160.00 | 500.00 | 333.33 |
| Bird, Ruth | M.S. | Health and P.E. | 176.67 | 560.00 | 373.33 |
| Blomgren, Roger D. | M.S. | Ind. Arts | 240.00 | 500.00 | 500.00 |

TEACHERS COLLEGE BOARD

Summer Session Faculty, 1955 - Continued

| Name | Degree | Department | June | Salary | |
|----------------------|------------|-----------------|--------|--------|--------|
| | | | | July | August |
| Bremer, Alma B. | A.M. | Home Ec. | 173.33 | 540.00 | 360.00 |
| Brown, Francis R. | Ed.D. | Mathematics | 275.00 | 580.00 | 580.00 |
| Brunk, Dorothy G. | M.A. | Social Science | 190.00 | 600.00 | 400.00 |
| Buell, Mary E. | M.A. | Home Ec. | 190.00 | 600.00 | 400.00 |
| Busbey, Dorothy | M.A. | Education | 153.33 | 460.00 | 306.67 |
| Carlock, John R. | M.S.in Ed. | Biol. Sci. | 345.00 | 480.00 | 480.00 |
| Claus, John R. | B.S.in Ed. | Agriculture | 395.00 | 395.00 | 395.00 |
| Cleworth, Maud C. | M.A. | Education | 500.00 | ----- | ----- |
| Cogdal, Joseph | A.M. | Health and P.E. | 373.33 | 660.00 | 440.00 |
| Connell, M. Regina | Ed.D. | For. Lang. | 213.33 | 660.00 | 440.00 |
| Conrad, George | Ed.D. | Art | 480.00 | 495.00 | 330.00 |
| Cooper, Bernice | Ph.D. | Health and P.E. | 243.33 | 760.00 | 506.67 |
| Crews, Warren | M.S.in Ed. | Health and P.E. | 420.00 | 66.00 | ----- |
| Crompton, Mabel P. | S.M. | Geography | ----- | ----- | 450.00 |
| Damm, Frances L. | M.S.in Ed. | Education | 176.67 | 560.00 | 373.33 |
| Davis, Florence | Ph.D. | Home Ec. | 375.00 | ----- | 390.00 |
| Day, Alta J. | M.A. | Bus. Educ. | 203.33 | 640.00 | 426.67 |
| Dennis, Dorothy | M.A. | Education | 146.67 | 440.00 | 293.33 |
| DeWees, W. I. | Ed.D. | Education | 213.33 | 660.00 | 440.00 |
| DeYoung, Chris A. | Ph.D. | Education | 256.67 | 800.00 | 733.33 |
| Dillinger, Claude M. | Ph.D. | Psychology | 157.78 | 493.33 | 328.89 |
| Douglass, Thomas J. | M.S. | Agriculture | 190.00 | 600.00 | 400.00 |
| Eastman, Leo E. | Ed.D. | Education | 275.00 | 580.00 | 580.00 |
| Ebel, Alice L. | A.M. | Social Science | 196.67 | 620.00 | 413.33 |
| Eckelmann, Dorathy | Ph.D. | Speech | 200.00 | 620.00 | 413.33 |
| Ellis, John K. | M.P.H. | Biol. Sci. | 427.50 | 600.00 | 600.00 |
| Ellis, Margery | A.M. | For. Lang. | 203.33 | 640.00 | 426.67 |
| Engberg, Edna E. | M.Ed. | Health and P.E. | 160.00 | 500.00 | 333.33 |
| Esworthy, Raymond W. | Ph.D. | Bus. Educ. | 213.33 | 660.00 | 440.00 |
| Farmer, Louise | M.S.in Ed. | Education | 160.00 | 500.00 | 333.33 |
| Fielding, Howard I. | Ph.D. | English | 223.33 | 700.00 | 466.67 |
| Flagg, Elinor B. | M.S. | Mathematics | 457.50 | 480.00 | ----- |
| Force, Thelma G. | M.A. | Psychology | 190.00 | 600.00 | 400.00 |
| Freese, Joseph | M.S.in Ed. | Ind. Arts | 146.67 | 460.00 | 306.67 |
| French, Esther | Ph.D. | Health and P.E. | 256.67 | 800.00 | 533.33 |
| French, Joseph L. | M.S.in Ed. | Education | ----- | ----- | 330.00 |
| Frey, Bernice G. | Ph.D. | Health and P.E. | 487.50 | 508.00 | ----- |
| Freyberger, Ruth | Ed.D. | Art | 450.00 | ----- | ----- |
| Frye, Harold E. | M.A. | Health and P.E. | 512.00 | ----- | ----- |
| Garton, Malinda | A.M. | Education | 170.00 | 540.00 | 360.00 |
| Gillett, Arley F. | P.E.D. | Health and P.E. | 183.33 | 580.00 | 386.67 |
| Gimmestad, Victor E. | Ph.D. | English | 206.67 | 640.00 | 426.67 |
| Glasener, F. Russell | Ph.D. | Social Science | 425.83 | 760.00 | 506.67 |
| Goff, James F. | M.S.in Ed. | Health and P.E. | 260.00 | ----- | ----- |
| Golden, Beverly | B.S. | Psychology | ----- | 150.00 | 150.00 |
| Gooding, R. U. | Ph.D. | Phys. Sci. | 385.00 | 800.00 | 800.00 |
| Gray, Nina E. | Ph.D. | Biol. Sci. | 243.33 | 760.00 | 506.67 |
| Green, John W. | M.S. | Agriculture | 190.00 | 600.00 | 400.00 |
| Griffith, Esther M. | Ph.D. | Phys. Sci. | 226.67 | 700.00 | 466.67 |
| Grout, W. Stuart | M.A. | Education | 412.50 | 435.00 | 435.00 |
| Gueffroy, Edna M. | Ph.D. | Geography | 216.67 | 680.00 | 453.33 |
| Hackett, Perry | M.Mus. | Music | 137.50 | 290.00 | 435.00 |
| Hahn, Arvin | Ph.D. | Geography | ----- | 550.00 | 550.00 |
| Hammerlund, C. M. | M.S. | Ind. Arts | 190.00 | 600.00 | 400.00 |
| Hammond, Robert G. | M.A. | Ind. Arts | 397.50 | 560.00 | 560.00 |
| Harden, Warren R. | M.A. | Social Science | ----- | ----- | 360.00 |
| Harper, C. A. | M.S. | Social Science | 213.33 | 660.00 | 440.00 |
| Hartley, William D. | M.S. | Art | 146.67 | 460.00 | 306.67 |
| Heldt, Carl D. | M.P.E. | Health and P.E. | 347.50 | ----- | ----- |

PROCEEDINGS

Summer Session Faculty, 1955 - Continued

| Name | Degree | Department | June | Salary July | August |
|-----------------------|-------------|-----------------|--------|----------------|--------|
| Helgeson, Arlan C. | Ph.D. | Social Science | 412.50 | 580.00 | 580.00 |
| Henline, Ruth | Ph.D. | English | 502.50 | 525.00 | ----- |
| Hess, Leland E. | A.M. | Social Science | 196.67 | 620.00 | 413.33 |
| Hiett, Herbert R. | Ph.D. | English | 385.00 | 800.00 | 800.00 |
| Hill, E. L. | Ed.D. | Health and P.E. | 568.00 | 660.00 | 330.00 |
| Hinman, Dorothy | M.A. | English | 203.33 | 426.67 | 213.34 |
| Holmes, F. L. D. | Ph.D. | Speech | 385.00 | 600.00 | 600.00 |
| Hoover, F. Louis | Ed.D. | Art | 385.00 | 800.00 | 800.00 |
| Horton, C. E. | Ed.D. | Health and P.E. | 592.50 | 615.00 | 615.00 |
| Hudelson, C. W. | M.S. | Agriculture | 213.33 | 660.00 | 440.00 |
| Huggins, Ruth | A.M. | English | 190.00 | 600.00 | 400.00 |
| Hughes, Elizabeth A. | M.S.in Ed. | Education | 173.33 | 540.00 | 360.00 |
| Isted, Leslie M. | Ph.D. | Music | 480.00 | 660.00 | 660.00 |
| Ivens, Howard J. | A.M. | Phys. Sci. | 590.00 | 620.00 | 310.00 |
| Jessa, Marie | M.A. | Bus. Educ. | 183.33 | 580.00 | 386.67 |
| Jochums, Milford C. | Ph.D. | English | 213.33 | 660.00 | 440.00 |
| Johnson, Blossom | Ed.D. | Home Ec. | 186.67 | 660.00 | 440.00 |
| Johnston, Mary E. | B.S.in Ed. | Education | 131.67 | 395.00 | 263.33 |
| Jorgensen, Margaret | M.A. | Education | 173.33 | 540.00 | 360.00 |
| Keeley, Benjamin J. | Ph.D. | Social Science | 397.50 | 580.00 | 580.00 |
| Keeley, Helen | B.A. | Library | 116.67 | 350.00 | 233.33 |
| Kinneman, John A. | Ph.D. | Social Science | 256.67 | 800.00 | 533.33 |
| Knudson, Emma R. | Ph.D. | Music | 256.67 | 800.00 | 533.33 |
| Koepke, H. F. | Ph.D. | Bus. Educ. | 216.67 | 680.00 | 453.33 |
| Kuntz, Lowell J. | M.S.in Ed. | Music | 382.50 | 540.00 | 540.00 |
| Kurth, Clarence H. | Ed.D. | Education | 190.00 | 600.00 | 400.00 |
| Lamkey, Ernest M. R. | Ph.D. | Biol. Sci. | 263.33 | 820.00 | 546.67 |
| Laubaugh, L. E. | A.M. | Agriculture | ----- | ----- | 465.00 |
| Lauf, Delores | M.S.in Ed. | Education | 130.00 | 420.00 | 280.00 |
| Lewis, Marjorie L. | M.A. | Education | 183.33 | 580.00 | 386.67 |
| Lichty, E. A. | Ed.D. | Education | 223.33 | 700.00 | 466.67 |
| Lueck, William R. | Ph.D. | Education | 223.33 | 700.00 | 466.67 |
| Lundvall, Ruth M. | M.A. | Psychology | 190.00 | 600.00 | 400.00 |
| McCormick, Clyde T. | Ph.D. | Mathematics | 243.33 | 760.00 | 506.67 |
| Mansfield, Faye | M.A. | Education | 190.00 | 600.00 | 400.00 |
| Marshall, Helen E. | Ph.D. | Social Science | 243.33 | 760.00 | 506.67 |
| Martens, J. Louis | Ph.D. | Biol. Sci. | 213.33 | 660.00 | 440.00 |
| Martz, Ruby | M.S.in L.S. | Library | 160.00 | 500.00 | 333.33 |
| Marzolf, Stanley S. | Ph.D. | Psychology | 547.50 | 760.00 | 760.00 |
| Mauck, Inez L. | A.M. | Education | 183.33 | 580.00 | 386.67 |
| McDavitt, Neva | A.M. | Geography | 442.50 | ----- | ----- |
| McEvoy, Dorothy M. | M.A. | Education | 173.33 | 540.00 | 360.00 |
| Metzler, Winifred | M.A. | Library | 183.33 | 580.00 | 386.67 |
| Micken, Ralph A. | Ph.D. | Speech | 223.33 | 700.00 | 466.67 |
| Miles, Don E. | M.S. | Health and P.E. | 480.00 | ----- | ----- |
| Miller, Marion G. | Ph.D. | Art | 213.33 | 660.00 | 440.00 |
| Mizer, Orris J. | M.A. | Education | 520.00 | 540.00 | 540.00 |
| Moore, Robert H. | Ph.D. | Education | 200.00 | 620.00 | 413.33 |
| Nance, Helen M. | Ph.D. | Education | 547.50 | 760.00 | 760.00 |
| O'Brien, Alice L. | M.S.in Ed. | Education | 173.33 | 540.00 | 360.00 |
| Ogle, Alice R. | M.A. | Art | 190.00 | 600.00 | 400.00 |
| Okerlund, Gerda (2/3) | Ph.D. | English | 425.83 | 506.67 | 633.33 |
| Parker, Louise O. | M.P.H. | Health Educ. | 146.67 | 460.00 | 306.67 |
| Parker, Mary R. | M.A. | Art | 190.00 | 600.00 | 400.00 |
| Parker, Rose E. | Ph.D. | Education | 256.67 | 800.00 | 533.33 |
| Paulson, Harold G. | M.A. | Psychology | 176.67 | 560.00 | 373.33 |
| Peithman, Harlan W. | Ed.D. | Music | 230.00 | 720.00 | 480.00 |
| Peters, Margaret | Ed.D. | Bus. Educ. | 213.33 | 660.00 | 440.00 |
| Platz, Marvin H. | Ed.D. | Education | 183.33 | 580.00 | 386.67 |

TEACHERS COLLEGE BOARD

Summer Session Faculty, 1955 - Continued

| Name | Degree | Department | June | Salary | |
|-------------------------|-------------|-----------------|--------|--------|--------|
| | | | | July | August |
| Richards, Doris M. | M.S. | Speech | 153.33 | 480.00 | 320.00 |
| Ries, Donald T. | Ph.D. | Ciol. Sci. | 213.33 | 440.00 | 220.00 |
| Rine, T.E. | Ph.D. | Mathematics | 465.00 | 640.00 | 640.00 |
| Robie, Doris | M.A. | Health and P.E. | 196.67 | 620.00 | 413.33 |
| Roell, Candace L. | M.A. | Health and P.E. | 190.00 | 600.00 | 400.00 |
| Russell, Elizabeth | M.A. | Education | 190.00 | 600.00 | 400.00 |
| Rhymer, E. Ione (½) | Ph.D. | Biol. Sci. | 140.00 | 290.00 | 145.00 |
| Sands, Theodore | Ph.D. | Social Science | 450.00 | 620.00 | 620.00 |
| Schell, Wilma M. | M.M. | Music | 166.67 | 520.00 | 246.67 |
| Serra, Mary C. | Ph.D. | Education | 200.00 | 620.00 | 413.33 |
| Shea, Grace R. | M.A. | Health Educ. | 180.00 | 560.00 | 373.33 |
| Sheveland, Alice | M.A.in Ed. | Education | 530.00 | 560.00 | 560.00 |
| Smelser, Arlene F. | M.A. in Ed. | Education | 166.67 | 500.00 | 333.33 |
| Smith, Gwen | Ph.D. | Health and P.E. | 213.33 | 660.00 | 440.00 |
| Smith, L. S. | A.M. | Phys. Sci. | 190.00 | 600.00 | 400.00 |
| Sorensen, C. W. | Ph.D. | Geography | 213.33 | 660.00 | 440.00 |
| Sorrenson, Fred S. | Ph.D. | Speech | 243.33 | 760.00 | 506.67 |
| Spector, Irwin | Ph.D. | Music | 200.00 | 620.00 | 413.33 |
| Stein, Ethel | M.A. | Education | 183.33 | 580.00 | 386.67 |
| Stickles, Elizabeth | M.A. | Home Ec. | 153.33 | 480.00 | 320.00 |
| Stombaugh, Ray M. | Ph.D. | Ind. Arts | 256.67 | 800.00 | 533.33 |
| Stroud, Ruth | M.S. | English | 203.33 | 640.00 | 426.67 |
| Struck, Edwin G. | M.S. | Health and P.E. | 370.50 | ----- | ----- |
| Tarrant, Thalia J. | A.M. | Social Science | 183.33 | 580.00 | 386.67 |
| Tasher, Lucy Lucile | Ph.D. | Social Science | 213.33 | 660.00 | 440.00 |
| Tasker, Vivian | M.A. | Education | 173.33 | 540.00 | 360.00 |
| Tiedeman, Herman R. | Ph.D. | Psychology | 710.00 | 740.00 | 740.00 |
| Toll, Lewis R. | Ed.D. | Bus. Educ. | ----- | ----- | 400.00 |
| Tomlinson, Robert M. | M.S.in Ed. | Ind. Arts | 160.00 | 500.00 | 333.33 |
| Tudor, R. W. (2/3) | M.A. | English | 190.00 | 400.00 | 200.00 |
| Udstuen, Sadie B. | M.A. | Education | 173.33 | 540.00 | 360.00 |
| Vance, Arden L. | M.M. | Music | 176.67 | 560.00 | 373.33 |
| Vetter, Dale B. | Ph.D. | English | 230.00 | 720.00 | 480.00 |
| Wade, Francis | M.A. | Social Science | 183.33 | 580.00 | 386.67 |
| Watterson, Arthur W. | Ph.D. | Geography | 236.67 | 740.00 | 493.33 |
| Webb, Mary D. | M.A. | Bus. Educ. | ----- | ----- | 310.00 |
| Wells, Mildred C. (2/3) | Ph.D. | Education | 206.67 | 426.66 | 213.34 |
| West, Robert L. | M.S.in Ed. | Education | 140.00 | 440.00 | 293.33 |
| Westhoff, Margaret (½) | M.S. | Music | 130.00 | 270.00 | 405.00 |
| Wheeler, Harriet R. | M.A. | Bus. Educ. | 183.33 | 580.00 | 386.67 |
| Whitten, Jennie A. | Ph.D. | For. Lang. | 263.33 | 820.00 | 546.67 |
| Wise, Vermell | M.A. | English | 126.67 | 400.00 | 267.67 |
| Yates, Ruth | M.A. | Speech | 442.50 | ----- | ----- |
| Yedor, Leo J. | Ph.D. | Social Science | 480.00 | 660.00 | 660.00 |
| Young, Lyle M. | M.A. | Music | 397.50 | 420.00 | ----- |
| Young, Orville L. | Ph.D. | Agriculture | ----- | ----- | 480.00 |
| Zimmerman, Ruth | M.A. | Library | 203.33 | 640.00 | 426.67 |
| <u>Library Staff</u> | | | | | |
| Welch, Eleanor W. | M.S. | | 213.33 | 660.00 | 440.00 |
| Crosby, Lucile Z. | M.S.in L.S. | | 176.67 | 560.00 | 373.33 |
| Galaway, Beryl | A.M.L.S. | | 173.33 | 540.00 | 360.00 |
| Guthrie, Clara L. | M.S.in L.S. | | 196.67 | 620.00 | 413.33 |
| Karr, Ila Frances | M.A. | | 160.00 | 500.00 | 333.33 |
| Lawrence, Margaret | M.A. | | 176.67 | 560.00 | 373.33 |
| Pohle, Genevieve A. | M.A. | | 176.67 | 560.00 | 373.33 |

PROCEEDINGS

III. OTHER EMPLOYEES

1. Resignations

- a. Mrs. Ruth Barford, Health Service Nurse, effective December 17, 1954. Mrs. Barford was on temporary appointment.
- b. Mr. Carl Bruaw, Janitor, effective January 7, 1955.
- c. Mrs. Arloa Dillinger, Clerk-Stenographer I in the Office of the Dean of Men, effective February 18, 1955. Mrs. Dillinger was on temporary appointment.
- d. Mrs. Marilyn E. Gusloff, Clerk-Typist I in the Office of the Director of Admissions, effective March 3, 1955, for health reasons.
- e. Mr. Clarence D. Lanham, Groundsman, effective March 22, 1955, to take a position as Driver.
- f. Miss Mary C. Lenegar, Clerk-Typist I in the Office of the Registrar, effective January 17, 1955, in order to accept another position.
- g. Mrs. Mary T. Myers, Clerk-Typist I in the Special Education Office, effective December 31, 1954, for health reasons.
- h. Mr. Byrl Robertson, Driver, effective February 19, 1955, due to moving out of the state.

2. Death

- a. Mr. Frank Janick, Watchman, died suddenly on March 26, 1955. He had been in the employ of the University for almost twenty years.

3. Disability Leave

- a. Mrs. Dorothy A. Gee, Cook I, effective February 1, 1955.

4. Extension of Disability Leaves

- a. Mrs. Ferne G. Manual, Janitress, extended to April 1, 1956.
- b. Mr. Richard Parido, Equipment Attendant, extended to July 16, 1957.
- c. Mr. George M. Search, Groundsman, extended to March 24, 1959.

5. Changes in Classification

- a. Miss Carrie Canute from Head Baker to Cook, effective July 1, 1954.
- b. Mrs. Delores A. Hughes from Kitchen Helper to Cook's Helper, effective September 16, 1954.
- c. Mrs. Helen A. McKenna from Clerk-Stenographer I to Clerk-Stenographer II, effective March 1, 1955.

TEACHERS COLLEGE BOARD

6. New Appointments (Replacements)

- a. Mr. James P. Brady, as Groundsman, effective January 17, 1955, at a salary rate of \$225.00 per month, to take the place of Mr. Robert Mattingly, who was ill. When Mr. Mattingly returned to work and Mr. Clarence Lanham resigned his position as Groundsman, Mr. Brady was appointed to Mr. Lanham's position, effective March 22, 1955.
- b. Mrs. Ada L. Brown, as Cook on Bond Revenue payroll, effective February 24, 1955, at a salary rate of \$160.00 per month, to take the place of Mrs. Dorothy Gee, on leave.
- c. Mrs. Katherine D. Cross, as Clerk-Typist I in the Special Education Office, effective January 21, 1955, at a salary rate of \$175.00 per month, to take the place of Mrs. Mary T. Myers, resigned.
- d. Mrs. Arloa Dillinger, as Clerk-Stenographer I in the Office of the Dean of Men, effective January 5, 1955 on a temporary basis, at a salary rate of \$200.00 per month, to take the place of Mrs. Ruth Sellers, resigned.
- e. Mrs. Arloa Dillinger, as Secretary (Level II) Stenographic in the Office of the Director of Laboratory School Experiences, effective March 21, 1955, at a salary rate of \$225.00 per month, to take the place of Mrs. Oressa McQueen, who is ill.
- f. Mrs. Darlene Frink, as Clerk-Typist II in the Bureau of Appointments, effective February 1, 1955, at a salary rate of \$170.00 per month, to take the place of Mrs. Faye Felchner, resigned.
- g. Mr. Duane J. Gaines, as Janitor on the Bond Revenue payroll, effective January 10, 1955, at a salary rate of \$225.00 per month, to take the place of Mr. Carl Bruaw, resigned.
- h. Mr. Ruel G. Gillis, as Assistant Farmer, effective January 26, 1955, at a salary rate of \$210.00 per month, to take the place of Mr. William R. Anderson, resigned.
- i. Miss Donna J. Kooi, as Clerk-Typist I in the Office of the Director of Admissions, effective February 1, 1955, at a salary rate of \$170.00 per month, to take the place of Mrs. Marilyn Gusloff, resigned.
- j. Mr. Clarence D. Lanham, as Groundsman, effective January 1, 1955, at a salary rate of \$225.00 per month, to take the place of Mr. George M. Search, on leave.
- k. Mr. Clarence D. Lanham, as Driver, effective March 23, 1955, at a salary rate of \$275.00 per month, to take the place of Mr. Byrl Robertson, resigned.
- l. Mr. John G. Losey, as Driver, effective January 1, 1955, at a salary rate of \$275.00 per month, to take the place of Mr. Russell Fitzgerald, transferred to another position.

PROCEEDINGS

- m. Mrs. Lois E. Miller, as Clerk-Typist III in the Office of the Director of Field Services, effective January 25, 1955, at a salary rate of \$225.00 per month, to take the place of Mrs. Sarah J. Jackson, resigned.
- n. Mrs. Amelia M. Prather, as Clerk-Typist I in the Office of the Registrar, effective February 14, 1955, at a salary rate of \$175.00 per month, to take the place of Miss Mary C. Lenegar, resigned.
- o. Mrs. Betty J. Stephenson, as Clerk-Stenographer I, in the Office of the Dean of Men, effective February 14, 1955, at a salary rate of \$220.00, to take the place of Mrs. Arloa Dillinger, on temporary appointment.

7. Classified Employees for 1955-1956

- a. The following Civil Service employees, on a basis not to exceed twelve months for the period beginning July 1, 1955 and arranged in alphabetical order within classifications, are recommended for employment at salaries indicated. It is requested, when final negotiations have been completed for classified employees covered by the Negotiated Salary Schedule, that some opportunity for reconsideration of salaries of these employees be permitted if their salary increases are not in line with those of the negotiated group.

Recommendations are based on giving largest increases to those whose monthly salaries are \$250.00 or less. An attempt is being made to bring salaries to a more comparable basis with corresponding positions in the community. Asterisks indicate merit increases granted because of added responsibility or superior service rendered. Figures in parentheses following classification title indicate salary ranges for that classification.

| Position | | | Salary | | Salary | |
|--|-----------------------|--------------|-----------|--------|-----------|--------|
| Number | | | 1954-1955 | | 1955-1956 | |
| # (1-CS) | Name | Office | Mo. | Annual | Mo. | Annual |
| <u>Supervising Accountant (\$400—\$575)</u> | | | | | | |
| 36 | Sealock, John H. | Business | 460 | 5520 | *480 | 5760 |
| <u>Junior Accountant (\$300—\$425)</u> | | | | | | |
| 180 | Stiegelmeier, Phyllis | Business | 270 | 3240 | *300 | 3600 |
| <u>Junior Purchasing Assistant (\$250—\$350)</u> | | | | | | |
| 39 | Saldin, Charmaine J. | Business | 260 | 3120 | 270 | 3240 |
| <u>Assistant to Business Manager (\$400—\$575)</u> | | | | | | |
| 164 | Bakas, Peter Robert | Business | 440 | 5280 | *460 | 5520 |
| <u>Head Cashier (\$275—\$400)</u> | | | | | | |
| 37 | Roseman, Ferne A. | Business | 360 | 4320 | *380 | 4560 |
| <u>Assistant Cashier (\$170—\$250)</u> | | | | | | |
| 178 | Hollatz, Kathryn E. | Business | 180 | 2160 | 195 | 2340 |
| <u>Chief Clerk, Level I (\$250—\$350)</u> | | | | | | |
| 25 | Kurtz, Mary J. | Alumni | 285 | 3420 | 295 | 3540 |
| 179 | Severson, Marie C. | Audio-Visual | 225 | 2700 | 240 | 2880 |

The designation 1-CS is used for Civil Service positions with the "I" designating Illinois State Normal University, and "CS" meaning Civil Service. This designation ordinarily precedes all numbers for employees when referred to separately.

TEACHERS COLLEGE BOARD

| Position Number # (I-CS) | Name | Office | Salary 1954-1955 | | Salary 1955-1956 | |
|--|-------------------------|------------------------|---------------------|--------|---------------------|--------|
| | | | Mo. | Annual | Mo. | Annual |
| <u>Chief Clerk, Level II (\$275-\$400)</u> | | | | | | |
| 12 | Reilly, Marie C. | Dean of Women | 320 | 3840 | 330 | 3960 |
| 6 | Ritchie, Florence M. | Admissions | 340 | 4080 | 350 | 4200 |
| 22 | Van Beynen, Mardelle | Publicity | 340 | 4080 | 350 | 4200 |
| 8 | Wallace, Ferne M. | Registrar | 330 | 3960 | 340 | 4080 |
| <u>Chief Clerk, Level III (\$325-\$450)</u> | | | | | | |
| 3 | Boundy, Lottie V. | Dean | 390 | 4680 | 400 | 4800 |
| 20 | Meeker, Lorene | Bureau of Appointments | 390 | 4680 | 400 | 4800 |
| <u>Clerk III (\$185-\$275)</u> | | | | | | |
| 43 | Fiorini, Louis E. | Business | 250 | 3000 | 265 | 3180 |
| 83 | Staker, Anna F. | Health Service | 255 | 3060 | *275 | 3300 |
| <u>Chief Library Clerk (\$250-\$350)</u> | | | | | | |
| 50 | Clem, Ruth | Library | 295 | 3540 | 305 | 3660 |
| <u>Library Clerk II (\$160-\$240)</u> | | | | | | |
| 52 | Butts, Georgia Luck | Library | 180 | 2160 | 195 | 2340 |
| 51 | Van Huss, Hazel J. | Library | 220 | 2640 | 230 | 2760 |
| <u>Clerk-Stenographer III (\$200-\$300)</u> | | | | | | |
| 21 | Fox, Sarah | Bureau of Appointments | 275 | 3300 | 285 | 3420 |
| 41 | Wrice, Joanne | Business | 245 | 2940 | *265 | 3180 |
| <u>Clerk-Stenographer II (\$185-\$275)</u> | | | | | | |
| 163 | Christofferson, Mary A. | Testing | 210 | 2520 | 225 | 2700 |
| 34 | Erickson, Edna Leora | Biology | 250 | 3000 | 265 | 3180 |
| 32 | Gregg, Helen Delores | Men's P.E. | 185 | 2220 | 200 | 2400 |
| 13 | McKenna, Helen A. | Dean of Women | 225 | 2700 | *245 | 2940 |
| 38 | Krones, Mayme Jo | Business | 190 | 2280 | 205 | 2460 |
| <u>Clerk-Stenographer I (\$170-\$250)</u> | | | | | | |
| 19 | Carver, Helen K. | Special Education | 200 | 2400 | 215 | 2580 |
| 156 | Haug, Felice | Art | 225 | 2700 | 240 | 2880 |
| 10 | Sieg, Marjean | Recorder | 195 | 2340 | 210 | 2520 |
| 16 | Stephenson, Betty Jean | Dean of Men | 220 | 2640 | 235 | 2820 |
| 7 | Sutter, Gloria Anne | Admissions | 210 | 2520 | 225 | 2700 |
| 28 | Johnson, Josephine | Special Education | 175 | 2100 | 190 | 2280 |
| <u>Clerk Typist III (\$185-275)</u> | | | | | | |
| 33 | Devlin, Jean F. | Women's P.E. | 230 | 2760 | 245 | 2940 |
| 26 | Miller, Lois Elizabeth | Field Services | 225 | 2700 | 240 | 2880 |
| <u>Clerk Typist II (\$170-\$250)</u> | | | | | | |
| 45 | Broughton, Doris Della | Business | 180 | 2160 | 195 | 2340 |
| 18 | Dohrmann, Doris Ross | High School | 175 | 2100 | 190 | 2280 |
| 149 | Frink, Darlene | Bureau of Appointments | 170 | 2040 | 185 | 2220 |
| <u>Clerk Typist I (\$160-\$240)</u> | | | | | | |
| 29 | Cross, Katherine D. | Special Education | 175 | 2100 | 190 | 2280 |
| 30 | Davis, Rachel H. | Music | 185 | 2220 | 200 | 2400 |
| 4 | Hargis, Lois L. | Dean | 200 | 2400 | *220 | 2640 |
| 150 | Kooi, Donna Jean | Admissions | 170 | 2040 | 185 | 2220 |
| 9 | Prather, Amelia Mae | Registrar | 175 | 2100 | 190 | 2280 |
| 11 | Schad, Dorothy Marie | Recorder | 200 | 2400 | 215 | 2580 |
| <u>Bookkeeping Machine Operator II (\$200-\$300)</u> | | | | | | |
| 40 | Aucutt, Bernadine | Business | 255 | 3060 | 265 | 3180 |
| <u>Bookkeeping Machine Operator I (\$160-\$240)</u> | | | | | | |
| 42 | Schrock, Marjorie | Business | 205 | 2460 | 220 | 2640 |
| <u>Duplicating Machine Operator II (\$170-\$250)</u> | | | | | | |
| 49 | Bryant, Marcia | Duplicating | 200 | 2400 | 215 | 2580 |

The designation I-CS is used for Civil Service positions with the "I" designating Illinois State Normal University, and "CS" meaning Civil Service. This designation ordinarily precedes all numbers for employees when referred to separately.

PROCEEDINGS

| Position Number # (I-CS) Name Office | | | Salary 1954-1955 | | Salary 1955-1956 | |
|--|------------------------|--------------------|---------------------|--------|---------------------|--------|
| | | | Mo. | Annual | Mo. | Annual |
| <u>Duplicating Machine Operator I (\$150—\$225)</u> | | | | | | |
| 48 | Cushing, Carolyn R. | Duplicating | 185 | 2220 | 200 | 2400 |
| <u>Switchboard Operator (\$150—\$225)</u> | | | | | | |
| 27 | Miller, Jacqueline L. | Special Education | 180 | 2160 | 195 | 2340 |
| <u>Secretary (Stenographic) Level I (\$250—\$350)</u> | | | | | | |
| 2 | Heinecke, Dorothy B. | President | 310 | 3720 | 320 | 3840 |
| 15 | Richardson, Dorothy S. | Dean of Men | 270 | 3240 | *290 | 3480 |
| <u>Secretary (Stenographic) Level II (\$300—\$425)</u> | | | | | | |
| 17 | McQueen, Oressa | Laboratory Schools | 320 | 3840 | 330 | 3960 |
| <u>Secretary (Stenographic) Level III (\$350—\$500)</u> | | | | | | |
| 1 | King, Dorothy W. | President | 435 | 5220 | 445 | 5340 |
| <u>Secretary (Transcribing) Level I (\$250—\$350)</u> | | | | | | |
| 5 | Cottone, Pauline M. | Dean | 260 | 3120 | *275 | 3300 |
| <u>Duplicating Service Supervisor (\$325—\$450)</u> | | | | | | |
| 47 | Russell, Helen | Duplicating | 340 | 4080 | *360 | 4320 |
| <u>Inventory Supervisor (\$250—\$350)</u> | | | | | | |
| 162 | Ramsey, Betty Anne | Business | 220 | 2640 | 235 | 2820 |
| <u>Mailing Service Supervisor (\$250—\$350)</u> | | | | | | |
| 44 | Fitzgerald, Russell T. | Business | 290 | 3480 | *310 | 3720 |
| <u>Tabulating Machine Supervisor (\$325—\$450)</u> | | | | | | |
| 46 | Sears, Ferrell S. | Testing | 375 | 4500 | 385 | 4620 |
| <u>Health Service Nurse (\$225—\$325) (11 months)</u> | | | | | | |
| 79 | Culbertson, Frances | Health Service | 285 | 3135 | 295 | 3245 |
| 81 | Dunbar, Roxa K. | Health Service | 280 | 3080 | 295 | 3245 |
| 152 | Fenton, Mina Elizabeth | Health Service | 285 | 3135 | 295 | 3245 |
| 77 | Littlefield, Patricia | Health Service | 285 | 3135 | 295 | 3245 |
| <u>Head Health Service Nurse (\$300—\$425)</u> | | | | | | |
| 74 | Weber, Gyneth H. | Health Service | 375 | 4500 | *390 | 4680 |
| <u>Food Service Manager (\$425—\$600)</u> | | | | | | |
| 165 | Bradford, Alice R. | Food Services | 550 | 6600 | *570 | 6840 |
| <u>Superintendent of Buildings and Grounds (\$425—\$600)</u> | | | | | | |
| 84 | Lawson, W. P. | Physical Plant | 525 | 6300 | 535 | 6420 |
| <u>Superintendent of Buildings (\$325—\$450)</u> | | | | | | |
| 87 | Butler, John H. | Physical Plant | 350 | 4200 | 360 | 4320 |
| <u>Superintendent of Grounds (\$325—\$450)</u> | | | | | | |
| 86 | Johnson, Harry G. | Physical Plant | 430 | 5160 | 440 | 5280 |
| <u>Farm Manager (\$325—\$450)</u> | | | | | | |
| 144 | Mercier, Charles A. | Agriculture | 375 | 4500 | *390 | 4680 |

The designation I-CS is used for Civil Service positions with the "I" designating Illinois State Normal University, and "CS" meaning Civil Service. This designation ordinarily precedes all numbers for employees when referred to separately.

- b. Classified employees for a period not to exceed twelve months beginning July 1, 1955, payable from Auxiliary Enterprises and Bond Revenue Funds.

| Position | | | Salary | | Salary | |
|--|-----------------------|-------------|-----------|--------|-----------|--------|
| Number | | | 1954-1955 | | 1955-1956 | |
| I-CS | Name | Area | Mo. | Annual | Mo. | Annual |
| <u>Food Production Manager (\$325-\$450)</u> | | | | | | |
| 56 | Douglass, Rita Aileen | Barton Hall | 350 | 4200 | 360 | 4320 |
| 167 | Kennedy, E. F. | Snack Bar | 355 | 4260 | *370 | 4440 |
| <u>Food Service Supervisor (\$200-\$300)</u> | | | | | | |
| 57 | LaCroix, Ruth Gleiser | Fell Hall | 195 | 2340 | 210 | 2520 |

TEACHERS COLLEGE BOARD

| Position | | Area | Salary | | Salary | |
|--|-----------------------------------|--------------|-----------|--------|-----------|--------|
| Number | Name | | 1954-1955 | | 1955-1956 | |
| I-CS | | | Mo. | Annual | Mo. | Annual |
| <u>Clerk III (\$185—\$275)</u> | | | | | | |
| 72 | Robbins, Lucile B. | Food Service | 245 | 2940 | 260 | 3120 |
| <u>Grill Cook (\$185—\$275)</u> | | | | | | |
| 168 | Jones, Bernadine J. | Snack Bar | 190 | 2280 | 205 | 2460 |
| 169 | Sleevar, Stanley A. | Snack Bar | 250 | 3000 | 265 | 3180 |
| <u>Residence Hall Director (\$325—\$450)</u> | | | | | | |
| 14 | Vissering, Harriet G. (10 months) | Smith Hall | 280 | 2800 | 290 | 2900 |

Classified employees covered by Negotiated Salary Schedules beginning July 1, 1955, will be included in a later report.

IV. THE ORGANIZATION

1. Calendars for 1956-1957, 1957-1958, and summers of 1957 and 1958.

Calendars presented below cover the 1957 Centennial Year. They have been approved by the University faculty.

University Calendar

First Semester, 1956

Sunday, September 9 – Convocation for Parents and New Students, 4:00 p.m.
Monday, September 10 – Student teachers report, 9:00 a.m.
– Freshmen report, 9:15 a.m.
– Faculty meeting, 4:00 p.m.
Tuesday, September 11 – Registration for late afternoon, evening, and Saturday students, 7:30 p.m.
Wednesday, September 12 – Thursday, September 13 – Registration
Friday, September 14 – Classes begin
Monday, October 8 – Illinois Education Association Central Division meeting
Wednesday, November 21 – Thanksgiving Vacation begins, 12:00 noon
Monday, November 26 – Classwork resumes
Saturday, December 22 – Christmas vacation begins after scheduled classes
Tuesday, January 1 – Opening of Illinois State Normal University Centennial Year
Monday, January 7 – Classwork resumes
Monday, January 21 – Thursday, January 24 – Semester Examinations
Friday, January 25 – First Semester ends.

Second Semester, 1957

Monday, January 28 – Student teachers report, 9:00 a.m.
– Registration for late afternoon, evening, and Saturday students, 7:30 p.m.
Tuesday, January 29 – Wednesday, January 30 – Registration
Thursday, January 31 – Classes begin
Monday, February 18 – Centennial of Legislative Act establishing the University
Saturday, April 13 – Spring Vacation begins after scheduled classes
Tuesday, April 23 – Classwork resumes
Thursday, May 30 – Memorial Day Holiday
Monday, June 3 – Thursday, June 6 – Semester Examinations
Friday, June 7 – Second Semester ends
Saturday, June 8 – Ninety-eighth Annual Commencement

First Semester, 1957

Sunday, September 8 – Convocation for Parents and New Students, 4:00 p.m.
Monday, September 9 – Student teachers report, 9:00 a.m.
– Freshmen report, 9:15 a.m.
– Faculty meeting, 4:00 p.m.

PROCEEDINGS

First Semester, 1957 - Continued

Tuesday, September 10 – Registration for late afternoon, evening, and Saturday students, 7:30 p.m.
Wednesday, September 11 – Thursday, September 12 – Registration
Friday, September 13 – Classes begin
Sunday, September 29 – Centennial of laying of Corner Stone of Old Main
Saturday, October 5 – Centennial of opening of University classes at Major Hall
Monday, October 14 – Illinois Education Association Central Division meeting
Wednesday, November 27 – Thanksgiving Vacation begins, 12:00 noon
Monday, December 2 – Classwork resumes
Saturday, December 21 – Christmas Vacation begins after scheduled classes
Monday, January 6 – Classwork resumes
Monday, January 20 – Thursday, January 23 – Semester Examinations
Friday, January 24 – First Semester ends

Second Semester 1958

Monday, January 27 – Student teachers report, 9:00 a.m.
– Registration for late afternoon, evening, and Saturday classes, 7:30 p.m.
Tuesday, January 28 – Wednesday, January 29 – Registration
Thursday, January 30 – Classes begin
Saturday, March 29 – Spring Vacation begins after scheduled classes
Tuesday, April 8 – Classwork resumes
Friday, May 30 – Memorial Day Holiday
Monday, June 2 – Thursday, June 5 – Semester Examinations
Friday, June 6 – Second Semester ends
Saturday, June 7 – Ninety-ninth Annual Commencement

Summer Session, 1957

Monday, June 17 – Registration
Thursday, July 4 – Independence Day Holiday
Tuesday, July 30 – Last date for filing master's theses by candidates for degrees on August 9
Thursday, August 8 – Friday, August 9 – Final Examinations
Friday, August 9 – Eight weeks session closes
– Commencement, 3:00 p.m.
Monday, August 12 – Registration for post session – Courses one, two, or three weeks in length may be offered.

Summer Session, 1958

Monday, June 16 – Registration
Friday, July 4 – Independence Day Holiday
Tuesday, July 29 – Last date for filing master's theses by candidates for degrees on August 8
Thursday, August 7 – Friday, August 8 – Final Examinations
Friday, August 8 – Eight weeks session closes
– Commencement, 3:00 p.m.
Monday, August 11 – Registration for post session – Courses one, two, or three weeks in length may be offered.

V. THE CURRICULUM

A plan for Proficiency Examinations was adopted by the faculty at the November (1954) faculty meeting. Any department may offer a proficiency examination for course exemptions without credit. The following procedures were adopted.

Eligibility

- a. Entering freshmen giving evidence (by high school record, preliminary test, interview, or any evaluation technique) of requisite ability or information in the material of a course may apply for such proficiency examinations as have been ap-

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proved. (Certain entrance tests may automatically grant exemption, as is currently the case in English Composition 110.)

- b. Other students in good academic standing (not on probation) giving evidence of adequate preparation may take such examinations.
- c. Students desiring to take a proficiency examination should apply to the department offering it. The department is responsible for determining the student's eligibility.

Time of Examinations

- a. Examinations may be scheduled at the convenience of the department concerned.
- b. If examinations are administered immediately after the opening of a semester or summer session, results must be available before the last day for changing programs, as set by the Dean of the University, if the results affect the student's program of studies for the current semester.

Types of Examinations

- a. Objective tests are recommended for at least part of any proficiency examination. Standardized tests are recommended when valid ones are available.
- b. Informal objective tests devised by a department should be tentatively standardized on a normative population, and minimum standards for item and test validity maintained.
- c. All examinations must be approved by the Committee on Proficiencies.

Substitution of Courses

- a. Substitutions for exemptions in required general education courses (as listed in the catalog) must be elected from fields other than the student's fields of specialization.
- b. Substitutions for exemptions in the student's fields of specialization may be elected from his fields of specialization.
- c. Substitutions for exemptions from courses regularly taken to meet state certification requirements must be recommended by the departmental adviser and approved by the Dean for that purpose.

VI. BUILDINGS AND GROUNDS

Architects indicate that the new residence hall for women now under construction is 55 percent complete. They report that construction is on schedule.

VII. AUXILIARY ENTERPRISES

No report.

VIII. STUDENT LIFE

No report.

PROCEEDINGS

IX. MISCELLANEOUS

1. County alumni meetings for the second semester are scheduled as follows:

| | |
|--------------------------------------|---------------------|
| Chicago Club, Chicago | March 5, Saturday |
| Sangamon County, Springfield | March 17, Thursday |
| Knox-Warren-Mercer County, Galesburg | March 30, Wednesday |
| Logan County, Lincoln | March 31, Thursday |
| St. Clair-Monroe County, Belleville | April 5, Tuesday |
| Madison County, Edwardsville | April 6, Wednesday |
| Tri-County, Kewanee | April 14, Thursday |
| Kane-Kendall County, St. Charles | April 19, Tuesday |
| Macon County, Decatur | April 20, Wednesday |
| Champaign County, Urbana | April 21, Thursday |
| Christian County, Pana | April 25, Monday |
| Tazewell County, Pekin | April 27, Wednesday |
| Livingston County, Pontiac | April 28, Thursday |
| Kankakee County, Aroma Park | Mary 3, Tuesday |

2. Student Union Forward Report

On April 1, 1955, the Student Union Fund had the following cash on hand.

| | |
|--|---------------|
| Deposited with Russell Glasener in the University Foundation | \$ 59,014 |
| Deposited with Ferne Roseman | 45,701 |
| | <hr/> |
| | \$104,715 |
| Bonds in our possession (Value of principal and interest on April 20, 1955) | 3,213 |
| Checks held by Mr. Gibson, but not yet deposited | <hr/> |
| | 209 |
| Total Cash | \$108,317 |

X. SUMMARY

Consideration and favorable action by the Teachers College Board is requested and will be appreciated on the following recommendations.

1. Acceptance of the resignations of Dr. Marie Dirks, Mr. Walter Freau, and Mr. Gerald F. Gates.
2. Retirement of Miss Alta J. Day and Miss Josephine Shea.
3. Granting of sabbatical leaves to Mr. Harold De Weese, Miss Louise Farmer, Miss Inez Mauck, Mr. Orrin J. Mizer, Dr. Stanley K. Norton, Mr. Donald Templeton, and Miss Lela Winegarner.
4. Granting of non-sabbatical leaves to Mr. Wallace Ramsey and Dr. Gwen Smith.
5. Extension of the leaves of Miss Marion C. Allen, Dr. Gladys Bartle, Miss Allie Ward Billingsley, Mr. Linder W. Hacker,

TEACHERS COLLEGE BOARD

Miss Wezette Hayden, Miss Alice Hitchcock.

6. Approval of changes in rank as indicated for persons listed on page seven of this report.
7. Approval of changes in assignment for Dr. Clyde T. McCormick, Mr. Francis Wade, and Miss Ruth Huggins.
8. Approval of the employment of faculty at salaries listed for the 1955-1956 regular school year of nine months.
9. Approval of the employment of academic staff members at salaries indicated for positions covering a period of twelve months, July 1, 1955 to June 30, 1956.
10. Approval of the employment of faculty for the 1955 summer sessions at salaries listed for the months of June, July and August.
11. Acceptance of the resignations of Mrs. Ruth Barford, Mr. Carl Bruaw, Mrs. Arloa Dillinger, Mrs. Marilyn E. Gusloff, Mr. Clarence D. Lanham, Miss Mary C. Lenegar, Mrs. Mary T. Myers, and Mr. Byrl Robertson.
12. Granting of leave of absence to Mrs. Dorothy A. Gee.
13. Extension of the leaves of Mrs. Ferne G. Manuel, Mr. Richard Parido, and Mr. Geroge M. Search.
14. Approval of changes in classification for Miss Carrie Canute, Mrs. Delores A. Hughes, and Mrs. Helen McKenna.
15. Appointment of Mr. James P. Brady, Mrs. Ada L. Brown, Mrs. Katherine D. Cross, Mrs. Arloa Dillinger, Mrs. Darlene Frink, Mr. Duane J. Gaines, Mr. Ruel G. Gillis, Miss Donna J. Kooi, Mr. Clarence D. Lanham, Mr. John G. Losey, Mrs. Lois E. Miller, Mrs. Amelia M. Prather, and Mrs. Betty J. Stephenson.
16. Approval of the employment of Civil Service employes for the twelve months period July 1, 1955 to June 30, 1956.
17. Approval of calendars for the 1956-1957 school year, the 1957-1958 school year, and the summer sessions of 1957 and 1958.

ILLINOIS STATE NORMAL UNIVERSITY Normal, Illinois Informal Report to the Teachers College Board May 15 and 16, 1955

II. FACULTY

1. Resignations

- a. Dr. Nicholas Babchuk, as Assistant Professor of Social Science, in order to remain at Washington University

PROCEEDINGS

- b. Mr. Lewis A. Poole, as Assistant Professor of Physical Science, effective at the close of the 1954-1955 school year, in order to accept another position.
- c. Don Miles, as Instructor in the University High School, effective at the close of the 1954-55 school year, in order to accept another position.

2. Continuation of Leave

- a. Miss Loretta Kreuz, Instructor and Assistant Librarian, for the 1955-1956 school year, on a non-sabbatical basis.

3. New Appointments

- a. Dr. Walter H. Brown, as Associate Professor of Biological Science, effective September 1955, at a salary rate of \$660.00 per month, \$5940.00 for the nine months of the school year, to take the place of Dr. Bertha Royce, retired. Dr. Brown has his master's and doctor's degrees from the University of Illinois and has had teaching experience in Oklahoma City University and Central College in Fayette, Missouri, where he has been head of the Department of Biology since 1946.
- b. Mr. Delmar J. Hanse, as Instructor in the Teaching of Speech, effective September 1955, at a salary rate of \$500.00 per month, \$4500.00 for the nine months of the school year, to fill a new position. Mr. Hanson has his master's degree from the Florida State University and is presently working on his doctor's degree at the State University of Iowa. He has been teacher of speech and English in the high school of Underwood, Iowa, for the past two years.
- c. Mr. Ernest E. Olson, as Instructor and Supervising Teacher for the Older Mentally Handicapped, at a salary rate of \$500.00 per month, \$4500.00 for the nine months of the school year, to take the place of Mr. Monroe S. Price who was on a one-year appointment. Mr. Olson has has bachelor's degree from Illinois State Normal University and his master's from Northwestern University. For the past three years he has taught in the Central School of Wilmette, Illinois.
- d. Miss Ruby Martz, to continue as Instructor in Library Science for the 1955-1956 school year, at a salary rate of \$500.00 per month, \$4500.00 for the nine months of the school year, to take the place of Miss Loretta Kreuz, on leave.

4. Summer Session Changes

a. Deletion

(1) Mr. Charles A. Harper

b. Corrections

| <u>Name</u> | <u>Degree</u> | <u>Department</u> | <u>June</u> | <u>Salary</u> <u>July</u> | <u>August</u> |
|-------------------------|---------------|-------------------|-------------|------------------------------|---------------|
| Blomgren, Roger D. | M.S. | Ind. Arts | 480.00 | 500.00 | 500.00 |
| Gueffroy, Edna M. (2/3) | Ph.D. | Geography | 144.45 | 453.33 | 302.22 |
| Ries, Donald T. (2/3) | Ph.D. | Biol. Sci. | 142.22 | 440.00 | 293.33 |

TEACHERS COLLEGE BOARD

c. Additions

| Name | Degree | Department | June | Salary July | August |
|--------------------|--------------|------------|--------|----------------|--------|
| Brown, Walter | Ph.D. | Biol. Sci. | 220.00 | 660.00 | 440.00 |
| Karr, Ila | M.A. | Library | 360.00 | 500.00 | 500.00 |
| Noble, Margaret | M.S. in L.S. | Library | 153.33 | 460.00 | 306.67 |
| Parker, Donald | M.S. | Biol. Sci. | 160.00 | 500.00 | 333.33 |
| Payne, Edwin (1/2) | M.Ed. | Psychology | 88.89 | 280.00 | 186.67 |
| Olson, Ernest | M.A. | Education | 166.67 | 500.00 | 333.33 |

III. OTHER EMPLOYEES

1. Classified Employees for 1955-1956

- a. The following Civil Service employees, on a basis not to exceed twelve months for the period beginning July 1, 1955 and arranged in alphabetical order within classifications, are recommended for employment at salaries indicated. Figures in parentheses following classification title indicate salary ranges for that classification. It is requested, when final negotiations have been completed for classified employees covered by the Negotiated Salary Schedule, that some opportunity for reconsideration of salaries of these employees be permitted if their salary increases are not in line with those of the negotiated group.

| Position Number #(I-CS) | Name | Office | Salary 1954-1955 | | Salary 1955-1956 | |
|--|-----------------------|------------------------|---------------------|--------|---------------------|--------|
| | | | Mo. | Annual | Mo. | Annual |
| <u>Supervising Accountant (\$400—\$575)</u> | | | | | | |
| 36 | Sealock, John H. | Business | 460 | 5520 | 480 | 5760 |
| <u>Junior Accountant (\$300—\$425)</u> | | | | | | |
| 180 | Stiegelmeier, Phyllis | Business | 270 | 3240 | 300 | 3600 |
| <u>Junior Purchasing Assistant (\$250—\$350)</u> | | | | | | |
| 39 | Saldin, Charmaine, J. | Business | 260 | 3120 | 270 | 3240 |
| <u>Assistant to Business Manager (\$400—\$575)</u> | | | | | | |
| 164 | Bakas, Peter Robert | Business | 440 | 5280 | 460 | 5520 |
| <u>Head Cashier (\$275—\$400)</u> | | | | | | |
| 37 | Roseman, Ferne A. | Business | 360 | 4320 | 380 | 4560 |
| <u>Assistant Cashier (\$170—\$250)</u> | | | | | | |
| 178 | Hollatz, Kathryn E. | Business | 180 | 2160 | 190 | 2280 |
| <u>Chief Clerk, Level I (\$250—\$350)</u> | | | | | | |
| 25 | Kurtz, Mary J. | Alumni | 285 | 3420 | 295 | 3540 |
| 179 | Severson, Marie C. | Audio-Visual | 225 | 2700 | 250 | 3000 |
| <u>Chief Clerk, Level II (\$275—\$400)</u> | | | | | | |
| 12 | Reilly, Marie C. | Dean of Women | 320 | 3840 | 330 | 3960 |
| 6 | Ritchie, Florence M. | Admissions | 340 | 4080 | 350 | 4200 |
| 22 | Van Beynen, Mardelle | Publicity | 340 | 4080 | 350 | 4200 |
| 8 | Wallace, Ferne M. | Registrar | 330 | 3960 | 340 | 4080 |
| <u>Chief Clerk, Level III (\$325—\$450)</u> | | | | | | |
| 3 | Boundy, Lottie V. | Dean | 390 | 4680 | 400 | 4800 |
| 20 | Meeker, Lorene | Bureau of Appointments | 390 | 4680 | 400 | 4800 |
| <u>Clerk III (\$185—\$275)</u> | | | | | | |
| 43 | Fiorini, Louis E. | Business | 250 | 3000 | 265 | 3180 |
| 83 | Staker, Anna F. | Health Service | 255 | 3060 | 275 | 3300 |

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PROCEEDINGS

| Position Number #(I-CS) | Name | Office | Salary 1954-1955 | | Salary 1955-1956 | |
|---|-------------------------|------------------------|---------------------|--------|---------------------|--------|
| | | | Mo. | Annual | Mo. | Annual |
| <u>Chief Library Clerk (\$250—\$350)</u> | | | | | | |
| 50 | Clem, Ruth | Library | 295 | 3540 | 305 | 3660 |
| <u>Library Clerk II (\$160—\$240)</u> | | | | | | |
| 52 | Butts, Georgia Luck | Library | 180 | 2160 | 190 | 2280 |
| 51 | Van Huss, Hazel J. | Library | 220 | 2640 | 230 | 2760 |
| <u>Clerk-Stenographer III (\$200—\$300)</u> | | | | | | |
| 21 | Fox, Sarah | Bureau of Appointments | 275 | 3300 | 285 | 3420 |
| 41 | Wrice, Joanne | Business | 245 | 2940 | 265 | 3180 |
| <u>Clerk-Stenographer II (\$185—\$275)</u> | | | | | | |
| 163 | Christofferson, Mary A. | Testing | 210 | 2520 | 220 | 2640 |
| 34 | Erickson, Edna Leora | Biology | 250 | 3000 | 260 | 3120 |
| 32 | Gregg, Helen Delores | Men's H. and P. E. | 185 | 2220 | 195 | 2340 |
| 13 | McKenna, Helen A. | Dean of Women | 225 | 2700 | 245 | 2940 |
| 38 | Krones, Mayme Jo | Business | 190 | 2280 | 200 | 2400 |
| <u>Clerk-Stenographer I (\$170—\$250)</u> | | | | | | |
| 19 | Carver, Helen K. | Special Education | 200 | 2400 | 210 | 2520 |
| 156 | Haug, Felice | Art | 225 | 2700 | 235 | 2820 |
| 28 | Johnson, Josephine | Special Education | 175 | 2100 | 185 | 2220 |
| 10 | Sieg, Marjean | Recorder | 195 | 2340 | 205 | 2460 |
| 16 | Stephenson, Betty Jean | Dean of Men | 220 | 2640 | 230 | 2760 |
| 7 | Sutter, Gloria Anne | Admissions | 210 | 2520 | 220 | 2640 |
| <u>Clerk Typist III (\$185—\$275)</u> | | | | | | |
| 33 | Devlin, Jean F. | Women's H. and P.E. | 230 | 2760 | 240 | 2880 |
| 26 | Miller, Lois Elizabeth | Field Services | 225 | 2700 | 235 | 2820 |
| <u>Clerk Typist II (\$170—\$250)</u> | | | | | | |
| 45 | Broughton, Doris Della | Business | 180 | 2160 | 190 | 2280 |
| 18 | Dohrmann, Doris Ross | High School | 175 | 2100 | 185 | 2220 |
| 149 | Frink, Darlene | Bureau of Appointments | 170 | 2040 | 180 | 2160 |
| <u>Clerk Typist I (\$160—\$240)</u> | | | | | | |
| 29 | Cross, Katherine D. | Special Education | 175 | 2100 | 185 | 2220 |
| 30 | Davis, Rachel H. | Music | 185 | 2220 | 205 | 2460 |
| 4 | Hargis, Lois L. | Dean | 200 | 2400 | 220 | 2640 |
| 150 | Kooi, Donna Jean | Admissions | 170 | 2040 | 180 | 2160 |
| 9 | Prather, Amelia Mae | Registrar | 175 | 2100 | 185 | 2220 |
| 11 | Schad, Dorothy Marie | Recorder | 200 | 2400 | 210 | 2520 |
| <u>Bookkeeping Machine Operator II (\$200—\$300)</u> | | | | | | |
| 40 | Aucutt, Bernadine | Business | 255 | 3060 | 265 | 3180 |
| <u>Bookkeeping Machine Operator I (\$160—\$240)</u> | | | | | | |
| 42 | Schrock, Marjorie | Business | 205 | 2460 | 215 | 2580 |
| <u>Duplicating Machine Operator II (\$170—\$250)</u> | | | | | | |
| 49 | Bryant, Marcia | Duplicating | 200 | 2400 | 210 | 2520 |
| <u>Duplicating Machine Operator I (\$150—\$225)</u> | | | | | | |
| 48 | Cushing, Carolyn R. | Duplicating | 185 | 2220 | 195 | 2340 |
| <u>Switchboard Operator (\$150—\$225)</u> | | | | | | |
| 27 | Miller, Jacqueline L. | Special Education | 180 | 2160 | 190 | 2280 |
| <u>Secretary (Stenographic) Level I (\$250—\$350)</u> | | | | | | |
| 2 | Heinecke, Dorothy B. | President | 310 | 3720 | 320 | 3840 |
| 15 | Richardson, Dorothy S. | Dean of Men | 270 | 3240 | 290 | 3480 |
| <u>Secretary (Stenographic) Level II (\$300—\$425)</u> | | | | | | |
| 17 | McQueen, Oressa | Laboratory Schools | 320 | 3840 | 330 | 3960 |
| <u>Secretary (Stenographic) Level III (\$350—\$500)</u> | | | | | | |
| 1 | King, Dorothy W. | President | 435 | 5220 | 445 | 5340 |
| <u>Secretary (Transcribing) Level I (\$250—\$350)</u> | | | | | | |
| 5 | Cottone, Pauline M. | Dean | 260 | 3120 | 280 | 3360 |

The designation I-CS is used for Civil Service positions with the "I" designating Illinois State Normal University, and "CS" meaning Civil Service. This designation ordinarily precedes all numbers for employees when referred to separately.

TEACHERS COLLEGE BOARD

| Position Number #(I-CS) | Name | Office | Salary 1954-1955 | | Salary 1955-1956 | |
|--|------------------------|----------------|---------------------|--------|---------------------|--------|
| | | | Mo. | Annual | Mo. | Annual |
| <u>Duplicating Service Supervisor (\$325-\$450)</u> | | | | | | |
| 47 | Russell, Helen | Duplicating | 340 | 4080 | 360 | 4320 |
| <u>Mailing Service Supervisor (\$250-\$350)</u> | | | | | | |
| 44 | Fitzgerald, Russell T. | Business | 290 | 3480 | 310 | 3720 |
| <u>Tabulating Machine Supervisor (\$325-\$450)</u> | | | | | | |
| 46 | Sears, Ferrell S. | Testing | 375 | 4500 | 385 | 4620 |
| <u>Health Service Nurse (\$225-\$325) (11 months)</u> | | | | | | |
| 79 | Culbertson, Frances | Health Service | 285 | 3135 | 295 | 3245 |
| 81 | Dunbar, Roxa K. | Health Service | 280 | 3080 | 295 | 3245 |
| 152 | Fenton, Mina Elizabeth | Health Service | 285 | 3135 | 295 | 3245 |
| 77 | Littlefield, Patricia | Health Service | 285 | 3135 | 295 | 3245 |
| <u>Head Health Service Nurse (\$300-\$425)</u> | | | | | | |
| 74 | Weber, Gyneth H. | Health Service | 375 | 4500 | 390 | 4680 |
| <u>Food Service Manager (\$425-\$600)</u> | | | | | | |
| 165 | Bradford, Alice R. | Food Services | 550 | 6600 | 570 | 6840 |
| <u>Superintendent of Buildings and Grounds (\$425-\$600)</u> | | | | | | |
| 84 | Lawson, W. P. | Physical Plant | 525 | 6300 | 535 | 6420 |
| <u>Superintendent of Buildings (\$325-\$450)</u> | | | | | | |
| 87 | Butler, John H. | Physical Plant | 350 | 4200 | 360 | 4320 |
| <u>Superintendent of Grounds (\$325-\$450)</u> | | | | | | |
| 86 | Johnson, Harry G. | Physical Plant | 430 | 5160 | 440 | 5280 |
| <u>Farm Manager (\$325-\$450)</u> | | | | | | |
| 144 | Mercier, Charles A. | Agriculture | 375 | 4500 | 390 | 4680 |

The designation I-CS is used for Civil Service positions with the "I" designating Illinois State Normal University, and "CS" meaning Civil Service. This designation ordinarily precedes all numbers for employees when referred to separately.

- b. Classified employees for a period not to exceed twelve months beginning July 1, 1955, payable from Auxiliary Enterprises and Bond Revenue Funds.

| Position | | | Salary | | Salary | |
|--|--------------------------------|--------------|-----------|--------|-----------|--------|
| Number | | | 1954-1955 | | 1955-1956 | |
| I-Cs | Name | Area | Mo. | Annual | Mo. | Annual |
| <u>Food Production Manager (\$325-\$450)</u> | | | | | | |
| 56 | Douglass, Rita Aileen | Barton Hall | 350 | 4200 | 360 | 4320 |
| 167 | Kennedy, E. F. | Snack Bar | 355 | 4260 | 370 | 4440 |
| <u>Food Service Supervisor (\$200-\$300)</u> | | | | | | |
| 57 | LaCroix, Ruth Gleiser | Fell Hall | 195 | 2340 | 205 | 2460 |
| <u>Clerk III (\$185-\$275)</u> | | | | | | |
| 72 | Robbins, Lucile B. | Food Service | 245 | 2940 | 255 | 3060 |
| <u>Grill Cook (\$185-\$275)</u> | | | | | | |
| 168 | Jones, Bernadine J. | Snack Bar | 190 | 2280 | 200 | 2400 |
| 169 | Sleevar, Stanley, A. | Snack Bar | 250 | 3000 | 260 | 3120 |
| <u>Residence Hall Director (\$325-\$450)</u> | | | | | | |
| 14 | Vissering, Harriet G. (10 mo.) | Smith Hall | 280 | 2800 | 290 | 2900 |

- c. Classified employees covered by Negotiated Salary Schedules beginning July 1, 1955, will be included in a later report.

IX. MISCELLANEOUS

Purchases

Specifications were issued on May 1 for room furniture for stu-

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dent rooms in the new residence hall for women. Bids were received and opened at 2:00 p.m. Friday, May 13. The following items of furniture are included in the bid totals listed below:

412 Wardrobes
412 Wall Mounted Bed Bolster
412 Dresser Desks
412 Desk Chairs

Five bids were received and are as follows:

| | <u>Certified Check</u> | <u>Total Bid</u> |
|--|------------------------|------------------|
| Rochelles, Inc., Chicago Illinois | \$5,240.05 | \$104,800.44 |
| Gilbert A. Froce Company, Chicago, Illinois | 5,225.60 | 104,512.04 |
| Morton Textiles and Furniture Company, Chicago, Illinois | 5,224.58 | 104,491.44 |
| Mandel Brothers, Inc., Chicago, Illinois | 5,300.00 | 103,605.64 |
| Paxton Typewriter Company, Bloomington, Illinois | 5,134.76 | 102,695.10 |

Recommendation: We recommend the acceptance of the low bid of the Paxton Typewriter Company in the amount of \$102,695.10, payable from the equipment fund in the Series 1954, Bond Revenue Fund.

During the month of June, we expect to receive bids for other items of equipment required for the new residence hall. If there is to be no meeting of the Teachers College Board during this period it is requested that provision be made for approval and acceptance of bids received.

Construction - New Residence Hall

Electrical Extra:

The original specifications for the new residence hall called for installation of an unattractive bathroom fixture to be installed above the mirrors in the student rooms. The architects were requested to investigate an alternate fixture for this purpose. The Wilson Electric Company, by letter on May 11, 1955, submitted quotations and pictures of a fixture that is much more attractive than the one originally proposed. Their quotation on the new fixtures would require an amount of \$670.00 to be added to the present electrical contract.

We recommend the acceptance of this addition to the contract.

Extra and Credit to General Contract:

- (1) Evans Construction Company's proposal dated March 30, 1955, offering a credit of \$400.00 for omitting the wood grounds back of mirrors. (We propose to fasten these mirrors to the walls with metal or plastic clips, at no additional cost, and thereby eliminate the necessity for the wood grounds.)
- (2) Evans Construction Company's proposal dated May 12, 1955, quoting an Extra of \$250.00 for installing wood stud blocking to be furnished by others) in the partitions, to which the bed bolsters can be fastened.

The architects have indicated that both of the above proposals by the Evans Construction Company are fair and reasonable and

TEACHERS COLLEGE BOARD

have recommended the acceptance of the two proposals at a net credit of \$150.00 on the general contract for this building. We concur in the recommendation of the architects and request approval of the two propositions

Respectfully submitted,

Arthur H. Larsen

REPORT OF THE WESTERN ILLINOIS STATE COLLEGE April 17-18, 1955

The following report is submitted for the Western Illinois State College:

I. STUDENTS

A. Enrollment, Spring Quarter 1955

| | <u>Men & Boys</u> | <u>Women & Girls</u> | <u>Total</u> | <u>Total One Year Ago</u> |
|--|-------------------------------|----------------------------------|--------------|-----------------------------------|
| 1. College | | | | |
| Regular Students | | | | |
| Graduates | 20 | 8 | 28 | 43 |
| Seniors | 131 | 82 | 213 | 200 |
| Juniors | 170 | 118 | 288 | 206 |
| Sophomores | 273 | 142 | 415 | 326 |
| Freshmen | 411 | 229 | 640 | 538 |
| | <u>1,005</u> | <u>579</u> | <u>1,584</u> | <u>1,313</u> |
| Saturday and Evening Classes | | | | |
| Graduates | 57 | 55 | 112 | 99 |
| Undergraduates | 3 | 38 | 41 | 56 |
| | <u>60</u> | <u>93</u> | <u>153</u> | <u>155</u> |
| Sub-total | 1,065 | 672 | 1,737 | 1,468 |
| 2. Extension, Second Semester, 1954-1955 | | | | |
| Econ. 231 - Kewanee | 3 | 20 | 23 | |
| Ed. 426 - Peoria | 2 | 33 | 35 | |
| Ed. 502 - Rushville | 5 | 11 | 16 | |
| Eng. 418 - Carthage | 2 | 21 | 23 | |
| Hist. 423 - Lewistown | 6 | 35 | 41 | |
| Psych. 424 and 424G - Galesburg | 1 | 16 | 17 | |
| Speech 424 and 424G - Beardstown | 4 | 74 | 78 | |
| Vis. Ed. 320 - Avon | 2 | 22 | 24 | |
| Vis. Ed. 323 - Aurora | 2 | 20 | 22 | |
| Soc. 320 - Quincy | 0 | 33 | 33 | |
| | <u>27</u> | <u>285</u> | <u>312</u> | <u>314</u> |

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| | Men & Boys | Women & Girls | Total | Total One Year Ago |
|-----------------------|------------------|---------------------|-------|--------------------------|
| 3. Secondary Schools | | | | |
| Western High | 80 | 88 | 168 | 132 |
| Macomb Sr. High | 212 | 220 | 432 | 385 |
| Bardolph | 20 | 29 | 49 | 52 |
| Kewanee | 351 | 342 | 693 | 675 |
| Galesburg | 565 | 577 | 1,142 | 1,105 |
| Barry | 73 | 69 | 142 | 126 |
| Jacksonville | 500 | 451 | 951 | 909 |
| Hamilton | 0 | 0 | 0 | 186 |
| Bushnell-Prairie City | 153 | 137 | 290 | 0 |
| Sub-total | 1,954 | 1,913 | 3,867 | 3,570 |
| 4. Elementary Schools | | | | |
| Western Lab. School | 163 | 197 | 360 | 326 |
| MacArthur, Gr. 5-6 | 32 | 24 | 56 | 62 |
| Bardolph | 71 | 64 | 135 | 137 |
| Adair | 49 | 45 | 94 | 80 |
| Sub-total | 315 | 330 | 645 | 605 |
| Grand Total | 3,361 | 3,200 | 6,561 | 5,957 |

The enrollment of veterans (included above) is as follows:

| | |
|-----------------------|------------|
| Public Law 550 | 308 |
| Public Law 346 | 2 |
| Public Law 16 | 4 |
| Military Scholarships | 13 |
| | <u>327</u> |

B. Teachers College Scholarship List

1. I certify to the Teachers College Board that the 629 persons with the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher dated February 18, 1955, to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the winter quarter 1954-55 under the provisions of Section 30-1 of "The School Code".

C. Military Scholarship List

1. I certify to the Teachers College Board that the 13 persons with the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher dated February 4, 1955, to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the winter quarter 1954-55, under the provisions of Section 30-5 of "The School Code".

TEACHERS COLLEGE BOARD

II. FACULTY

A. Leaves of Absence

1. Disability

- a. Dr. Frances Whitehead, Professor of Business Education, who was absent from duty during the winter quarter due to illness, applied for disability leave as of March 1, 1955.

2. Sabbatical

The following individuals, all of whom have completed five or more years of service at Western, have requested leave of absence on one-half salary for the 1955-56 academic year in order to continue their graduate study:

- a. Miss Dorothea Blyler, Instructor - Music
- b. Mr. Leslie J. Van Etten, Assistant Professor - Agriculture
- b. Mr. Raymond W. Hanson, Associate Professor - Physical Education

3. Without Salary

- a. Mr. George W. Mulder, Assistant Professor - Music, has requested a leave of absence without salary from September 1955 to May, 1956, inclusive, to continue work toward the doctorate. Mr. Mulder was eligible for leave on half salary; however, he was granted a Danforth Foundation teacher grant to study at Columbia University.

B. Replacements

1. Mr. William Mitchell was employed as Faculty Assistant in the Department of Business Education effective March 1, 1955, to replace Dr. Frances Whitehead. Mr. Mitchell received the B.S. degree from Western and has all except one course completed for the Master's degree. During the fall and winter quarters he taught two classes in business education in Western High School. His salary is \$375 per month for the spring quarter.
2. Mr. Richard Frowein was employed as Faculty Assistant in the Laboratory School (Business Education) effective March 1, 1955, to replace Mr. William Mitchell who was transferred to the college. Mr. Frowein completed the requirements for the B.S. degree during the winter quarter and is now taking part-time graduate work. His salary is \$150 per month for the spring quarter.
3. Miss Mary England will be employed as Instructor in the Laboratory School (Grade 1) for the first summer term 1955 at \$440 per month to replace Miss Sue Bagley who will be on leave without salary. Miss England's degrees

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are: B.Ed., M.S., Western Illinois State College. She is regularly employed as first grade teacher in the Elmhurst public schools.

4. Miss Joyce Milburn will be employed as Faculty Assistant in the Laboratory School (Grade 2) effective September 1, 1955 to replace Mrs. Ann Mitchell. Miss Milburn received the B.S. degree from Western Illinois State College in 1954 and has taught the past year in the Arlington Heights public schools. Her salary will be \$275 per month.
5. Miss Barbara E. Jabusch will be employed as Faculty Assistant in the Laboratory School (Grade 3) effective September 1, 1955 at \$275 per month. She will replace Mrs. Janice Frowein. She completed the work for the Bachelor's degree at Western at the end of the fall quarter 1954 and has taught the remainder of the year in the Springfield public schools.
6. Mr. Edward Dix will be employed for the first summer term 1955 and the 1955-56 academic year as Instructor in the Department of Music as a substitute for Mr. George Mulder. Mr. Dix received the B.M. and M.M. degrees from Lawrence College Conservatory, and he has completed additional graduate work at Columbia University. He has had teaching experience at Lawrence College, Dakota Wesleyan College, and John Brown University. His salary will be \$460 per month.
7. Mrs. Adele Armstrong will be employed as Instructor to teach one course in Library Science the first summer term 1955. Her salary will be \$250 per month for one-half time work, or a total of \$375 for the term. Mrs. Armstrong received the B.Ed. and M.S. degrees from Western Illinois State College and is regularly employed as librarian and English teacher in the Bushnell High School.
8. Miss Mary A. Potter will be employed the first summer term 1955 as Assistant Professor in the Department of Mathematics to replace Joseph Stipanowich who will be on leave without salary. Miss Potter received the A.B. and M.S. degrees from the University of Wisconsin and has completed a year of additional study at Harvard University. Her salary will be \$540 per month.
9. Dr. William J. Brett will be employed as Assistant Professor in the Department of Biological Sciences effective September 1, 1955. His degrees are: B.S., Northern Illinois State Teachers College; M.S., Miami University; Ph.D., Northwestern University. His teaching experience has been at Miami University, Northwestern University, Loyola University, and Millsaps College. His salary will be \$520 per month. He will replace Mrs. Jean Morrow, wife of a faculty member, who has been teaching on a temporary appointment.

C. New Appointments

1. Miss Lorraine Simmons will be employed as Faculty Assistant

TEACHERS COLLEGE BOARD

in the Laboratory School (Grade 4) effective September 1, 1955 at \$275 per month. Miss Simmons received the B.S. degree from Western in 1947 and has had eight years of teaching experience (one in Minneapolis and seven in Peoria).

2. Mr. Deward Clark will be employed as Instructor in Audio-Visual Education for the second summer term 1955 at \$400 per month to assist with the Mexico travel-study tour. His degrees are A.B., Battle Creek College, and A.M., Michigan State College. In addition he has completed approximately forty semester hours of graduate work at Colorado State Teachers College and the University of Michigan. He is regularly employed in the public schools of Lansing, Michigan.

D. Promotions in Rank

The following persons are recommended by the Salary Schedules and Retirement Committee and the President of the College for promotion in academic rank effective July 1, 1955:

1. From Instructor to Assistant Professor

- a. Victor Schormann, M.S. plus one year of graduate work - Library
- b. George Potter, M.S. plus one year of graduate work - Business Education.

E. Faculty list with salary schedule for the first and second summer terms 1955 to be paid from appropriations for Personal Services, General Revenue Fund:

| <u>Name</u> | <u>Degree</u> | <u>Department</u> | <u>June</u> | <u>July</u> | <u>August</u> |
|-----------------------------|---------------|----------------------|-------------|-------------|---------------|
| <u>Professors</u> | | | | | |
| *Beighey, Clyde | Ph.D. | Bus. Ed. | \$830.00 | \$430.00 | ----- |
| *Schleier, Louis M. | Ph.D. | Grad. Div. and Educ. | 830.00 | 860.00 | \$430.00 |
| *Tillman, Arthur G. | Ph.D. | Geography | ----- | 430.00 | 860.00 |
| *Ayre, H. Glenn | Ph.D. | Mathematics | 790.00 | 820.00 | 820.00 |
| Archer, Julian L. | Ph.D. | Education | 770.00 | 800.00 | 800.00 |
| Thisted, M. N. | Ph.D. | Dean of Men & Educ. | ----- | 400.00 | 800.00 |
| *Bodine, Marcy G. | Ph.D. | Soc. Science | 365.00 | 380.00 | 760.00 |
| Linder, Roscoe G. | Ph.D. | Extension | ----- | ----- | 380.00 |
| *McVickar, John S. | Ph.D. | Agriculture | 730.00 | 380.00 | ----- |
| *Shiley, Robert A. | Ph.D. | English | 182.50 | 380.00 | 760.00 |
| *Bennett, Chester W. | Ph.D. | Chemistry | 690.00 | 360.00 | 360.00 |
| *Morrow, Roger M. | Ph.D. | Physics | 690.00 | 360.00 | 360.00 |
| *Julstrom, Clifford | Ph.D. | Music | 670.00 | 350.00 | ----- |
| *Myers, R. Maurice | Ph.D. | Biology | 670.00 | 700.00 | 700.00 |
| *Sproull, Grace M. | Ph.D. | For. Lang. | 335.00 | ----- | ----- |
| Turner, C. Adam | Ed.D. | Education | 670.00 | 700.00 | 700.00 |
| Whitehead, Frances | Ph.D. | Bus. Ed. | 670.00 | 700.00 | 700.00 |
| Olsen, Arthur R. | Ed.D. | Soc. Science | 630.00 | 660.00 | 660.00 |
| Stull, Harriet C. | Ph.D. | Soc. Science | 630.00 | 660.00 | 660.00 |
| <u>Associate Professors</u> | | | | | |
| Bailey, Dwight L. | A.M. | Education | 640.00 | 330.00 | 330.00 |
| Covert, Warren O. | Ph.D. | Education | 640.00 | 660.00 | 660.00 |
| Eller, Walter H. | M.S. | Physics | 640.00 | 660.00 | 660.00 |

* Department Heads
& Plus \$40 Maintenance

PROCEEDINGS

| Name | Degree | Department | June | July | August |
|---|--------|----------------------------|--------|--------|--------|
| <u>Associate Professors - Continued</u> | | | | | |
| Glasaw, Ogden L. | Ph.D. | Education | 640.00 | 330.00 | ----- |
| Goode, Kenneth H. | Ph.D. | Chemistry | ----- | 330.00 | 660.00 |
| *Hanson, Raymond W. | M.Ed. | Phys. Ed. | 640.00 | 660.00 | 660.00 |
| Pease, Kent | Ed.D. | English | 640.00 | 660.00 | 660.00 |
| *Pottle, Theodora | A.M. | Art | 640.00 | 330.00 | ----- |
| Schory, Harold F. | A.M. | English | 640.00 | 330.00 | ----- |
| *Wetzel, Wayne | M.S. | Ind. Arts | 640.00 | 330.00 | ----- |
| Cummings, Carl H. | Ed.D. | Bus. Ed. | 620.00 | 640.00 | 640.00 |
| Castle, John F. | Ed.D. | English | 600.00 | 620.00 | 620.00 |
| Crall, H. William | Ph.D. | Biology | 600.00 | 620.00 | 620.00 |
| Fritschel, Arthur L. | Ed.D. | Music and Education | 600.00 | 620.00 | 620.00 |
| Harley, R. Bruce | Ph.D. | Soc. Science | 600.00 | 620.00 | 620.00 |
| Blackford, Paul W. | Ph.D. | English | 580.00 | 300.00 | ----- |
| Lundvall, Merle E. | Ph.D. | English | 580.00 | 300.00 | ----- |
| Peterson, Jack A. | Ph.D. | Education | 580.00 | 300.00 | ----- |
| Wilkinson, George E. | Ed. D. | Education | 580.00 | 600.00 | 600.00 |
| Frank, Ralph W. | Ph.D. | Lab. School & Geog. | 560.00 | 580.00 | 580.00 |
| Witte, Lois Fae | P.E.D. | Phys. Ed. | 560.00 | 580.00 | 580.00 |
| Young, Howard F. | Ph.D. | Biology | 560.00 | 290.00 | ----- |
| Loomer, Gifford C. | Ph.D. | Lab. School & Art | 260.00 | 420.00 | 560.00 |
| Runden, John P. | Ph.D. | English | 520.00 | 280.00 | ----- |
| <u>Assistant Professors</u> | | | | | |
| Ave, Harold C. | A.M. | Asst. Dean of Men & Health | 610.00 | 480.00 | 640.00 |
| Burke, Marjorie | A.M. | Lab. School | 610.00 | 320.00 | ----- |
| Garner, C. Wix | A.M. | Phys. Ed. | 610.00 | 320.00 | ----- |
| Harrabin, H. Waldo | M.S. | Lab. School & Educ. | 610.00 | 320.00 | 320.00 |
| Miller, Rayman | A.M. | Ind. Arts | 610.00 | 320.00 | 320.00 |
| *Miner, Sarah | M.S. | Home Ec. | 610.00 | 480.00 | ----- |
| Ray, Ethel | A.M. | Education | 610.00 | 640.00 | 640.00 |
| Sallee, Roy M. | M.S. | Biology | 610.00 | 640.00 | 640.00 |
| Scott, Elna | A.M. | Lab. School | 610.00 | 320.00 | ----- |
| *Swofford, Lyndal | M.S. | Library | 610.00 | 640.00 | 640.00 |
| Terrill, Jennette N. | Ph.M. | Ed. and Vis. Ed. | 610.00 | 640.00 | 640.00 |
| Reynolds, Juna | A.M. | English | ----- | 310.00 | 620.00 |
| Robinson, Lauretta J. | A.M. | Lab. School and English | 590.00 | 310.00 | ----- |
| Schannenck, Margaret M. | A.M. | Lab. School | 590.00 | 310.00 | ----- |
| Swain, Paul B. | A.M. | Lab. School and Art | 590.00 | 620.00 | 620.00 |
| Taylor, Loren E. | A.M. | Mathematics | 590.00 | 310.00 | ----- |
| Conn, Kenneth E. | A.M. | Chemistry | 570.00 | 600.00 | 600.00 |
| Donley, Margaret B. | A.M. | Lab. School | 570.00 | 300.00 | ----- |
| Evans, Cecile | A.M. | Lab. School | 570.00 | 600.00 | 600.00 |
| Ferguson, Robert | M.S. | Bus. Ed. | 570.00 | 600.00 | 600.00 |
| Fite, Olive L. | A.M. | English | ----- | 300.00 | 600.00 |
| Gould, A. Oren | M.M. | Lab. School and Music | 570.00 | 600.00 | 600.00 |
| Hoover, Isabel | A.M. | Lab. School | 570.00 | 300.00 | ----- |
| Mitchell, Beulah | A.M. | Lab. School | 570.00 | 300.00 | ----- |
| Mulder, George W. | A.M. | Music and Vis. Ed. | 570.00 | 600.00 | 600.00 |
| Neeley, Nancy D. | A.M. | Home Ec. | 570.00 | 300.00 | ----- |
| Pence, Helen | A.M. | Lab. School | 570.00 | 300.00 | ----- |
| Reid, Dempsey E. | M.S. | Ind. Arts | ----- | 300.00 | 600.00 |
| Roberts, A. B. | A.M. | Audio-Visual | 570.00 | 600.00 | 600.00 |
| VanEtten, Leslie J. | M.S. | Agriculture | 570.00 | 600.00 | 600.00 |
| Voss, Hertha | A.M. | Registrar | 570.00 | 600.00 | 600.00 |
| Wanninger, Forrest I. | M.M. | Music | 570.00 | 300.00 | ----- |
| Wardell, Margaret | A.M. | Library | 570.00 | 300.00 | ----- |
| Hampleman, R. S. | A.M. | Lab. School and Educ. | 550.00 | 580.00 | 580.00 |

* Department Heads
& Plus \$40 Maintenance

TEACHERS COLLEGE BOARD

| <u>Name</u> | <u>Degree</u> | <u>Department</u> | <u>June</u> | <u>July</u> | <u>August</u> |
|---|---------------|----------------------------|---------------|---------------|---------------|
| <u>Assistant Professors - Continued</u> | | | | | |
| Hicken, Victor | A.M. | Social Science | 550.00 | 580.00 | 580.00 |
| Hulett, Florence M. | M.Ed. | Lab. School & Phys. Ed. | 550.00 | 580.00 | 580.00 |
| Jones, Reece A. | Ph.D. | Geography | 550.00 | 580.00 | 580.00 |
| Kerker, L. W. | P.E.D. | Lab. School | 550.00 | 290.00 | 145.00 |
| Morley, Leroy | A.M. | Phys. Ed. | 550.00 | 580.00 | 580.00 |
| Neu, Lucile | A.M. | Library | 550.00 | 580.00 | 580.00 |
| Sebree, June L. | M.S. | Phys. Ed. | 550.00 | 290.00 | ----- |
| & Warner, Wilma | M.S. | Home Ec. | ----- | 270.00 | 540.00 |
| Wendt, Arnold | Ph.D. | Mathematics | 550.00 | 580.00 | 580.00 |
| Griesenbrock, Herman Jr. | A.M. | Ind. Arts | ----- | 270.00 | 540.00 |
| Potter, Mary A. | M.S. | Mathematics | 540.00 | 270.00 | ----- |
| Brennen, E. Ardelia | M.S. | Phys. Ed. | 490.00 | 260.00 | ----- |
| Wells, Rupert W., Jr. | A.M. | Lab. School and Math. | 490.00 | 260.00 | ----- |
| Mead, Clyde F. | Ed.D. | Education | ----- | 230.00 | 460.00 |
| Harnish, Frank J. | A.M. | Lab. School and English | 450.00 | 240.00 | ----- |
| <u>Instructors</u> | | | | | |
| Clow, Robert J. | M.S. | Phys. Ed. | 540.00 | 280.00 | ----- |
| Dufelmeier, Arthur | M.S. | Phys. Ed. | 520.00 | 270.00 | ----- |
| Stevens, Wesley C. | A.M. | Phys. Ed. | 520.00 | 540.00 | 540.00 |
| Mussatto, Harry | M.S. | Lab. School and P.E. | 500.00 | 260.00 | 130.00 |
| Ricci, Guy | M.S. | Phys. Ed. | 500.00 | 520.00 | 520.00 |
| Cordell, Howard | M.S. | Library | 480.00 | 500.00 | 500.00 |
| Lucatsky, Mendel | A.M. | Lab. School | 480.00 | 250.00 | ----- |
| Sockler, Harry | M.S. | Lab. School | 480.00 | 250.00 | 125.00 |
| Spicer, Harold O. | A.M. | English | 480.00 | 500.00 | 500.00 |
| Swanson, Martha L. | A.M. | Library | 480.00 | 250.00 | ----- |
| Dix, Edward | M.M. | Music | 460.00 | 230.00 | ----- |
| England, Mary | M.S. | Lab. School | 440.00 | 220.00 | ----- |
| Hoing, Helen | M.S. | Education | 440.00 | 220.00 | ----- |
| Howell, Wayne K. | A.M. | Audio-Visual | 440.00 | 460.00 | 460.00 |
| Mills, Lois P. | A.M. | Lab. School | 440.00 | 230.00 | ----- |
| Osborn, Velva J. | A.M. | Library | 440.00 | 440.00 | 440.00 |
| Clark, Deward | A.M. | Audio-Visual | ----- | 200.00 | 400.00 |
| Shive, James W. | M.S. | Audio-Visual | 400.00 | 420.00 | 420.00 |
| Swanson, Wendell | M.S. | Ind. Arts | ----- | 400.00 | 400.00 |
| Armstrong, Adele | M.S. | Library | 250.00 | 125.00 | ----- |
| Beatty, Donald | M.S. | Audio-Visual | 200.00 | 200.00 | ----- |
| Griffith, John | M.S. | Soc. Science | 400.00 | ----- | ----- |
| <u>Faculty Assistants</u> | | | | | |
| Stipanowich, Mary | B.S. | Dean of Women | 300.00 | ----- | ----- |
| Frowein, Janice | B.S. | Lab. School | 275.00 | 137.50 | ----- |
| Mitchell, Ann | B.S. | Lab. School | 250.00 | 125.00 | ----- |
| Crawford, Don L. | B.S. | Pub. Relations & Aud.-Vis. | 150.00 | 100.00 | 200.00 |
| <u>Student Worker</u> | | | | | |
| Barton, Mary Alice | | Placement | <u>150.00</u> | <u>150.00</u> | <u>150.00</u> |
| * Department Heads & Plus \$40 Maintenance | | | | | |

F. Faculty list with salary schedule for the academic year of thirty-six weeks beginning September 1, 1955 to be paid from appropriations for Personal Services, General Revenue Fund:

PROCEEDINGS

| <u>Name</u> | <u>Degree</u> | <u>Department</u> | <u>Salary 1954-1955</u> | <u>Salary 1955-1956</u> |
|-----------------------------|---------------|-----------------------|-----------------------------|-----------------------------|
| <u>Professors</u> | | | | |
| *Beighey, Clyde | Ph.D. | Bus. Educ. | \$7470 | \$7740 |
| *Schleier, Louis M. | Ph.D. | Education | 7470 | 7740 |
| *Tillman, Arthur G. | Ph.D. | Geography | 7470 | 7740 |
| *Ayre, H. Glenn | Ph.D. | Mathematics | 7110 | 7380 |
| Archer, Julian L. | Ph.D. | Education | 6930 | 7200 |
| Thisted, M. N. | Ph.D. | Dean of Men and Educ. | 6930 | 7200 |
| *Bodine, Marcy G. | Ph.D. | Soc. Science | 6570 | 6840 |
| c*Carson, Ruth | Ph.D. | For. Lang. | --- | --- |
| Linder, Roscoe G. | Ph.D. | Education | 6570 | 6840 |
| *McVickar, John S. | Ph.D. | Agriculture | 6570 | 6840 |
| *Shiley, Robert A. | Ph.D. | English | 6570 | 6840 |
| *Bennett, Chester | Ph.D. | Chemistry | 6210 | 6480 |
| *Morrow, Roger M. | Ph.D. | Physics | 6210 | 6480 |
| *Julstrom, Clifford | Ph.D. | Music | 6030 | 6300 |
| *Myers R. Maurice | Ph.D. | Biology | 6030 | 6300 |
| *Sproull, Grace M. | Ph.D. | Foreign Lang. | 6030 | 6300 |
| Turner, C. Adam | Ed.D. | Education | 6030 | 6300 |
| Whitehead, Frances | Ph.D. | Bus. Educ. | 6030 | 6300 |
| *Brophy, Kathleen J. | Ph.D. | Phys. Educ. | 5850 | 6120 |
| Olsen, Arthur R. | Ed.D. | Soc. Science | 5670 | 5940 |
| Stull, Harriet C. | Ph.D. | Soc. Science | 5670 | 5940 |
| <u>Associate Professors</u> | | | | |
| Bailey, Dwight L. | A.M. | Education | 5760 | 5940 |
| Covert, Warren O. | Ph.D. | Education | 5760 | 5940 |
| Eller, Walter H. | M.S. | Physics | 5760 | 5940 |
| Glasow, Ogden L. | Ph.D. | Education | 5760 | 5940 |
| Goode, Kenneth H. | Ph.D. | Chemistry | 5760 | 5940 |
| *Hanson, Raymond W. | M.Ed. | Phys. Educ. | 5760 | 5940 |
| Pease, Kent | Ed.D. | English | 5760 | 5940 |
| *Pottle, Theodora | A.M. | Art | 5760 | 5940 |
| Schory, Harold F. | A.M. | English | 5760 | 5940 |
| *Wetzel, Wayne | M.S. | Ind. Arts | 5760 | 5940 |
| Cummings, Carl H. | Ed.D. | Bus. Educ. | 5580 | 5760 |
| Castle, John F. | Ed.D. | English | 5400 | 5580 |
| Crall, H. William | Ph.D. | Biology | 5400 | 5580 |
| Fritschel, Arthur L. | Ed.D. | Education | 5400 | 5580 |
| Harley, R. Bruce | Ph.D. | Soc. Science | 5400 | 5580 |
| Blackford, Paul W. | Ph.D. | English | 5220 | 5400 |
| Lundvall, Merle E. | Ph.D. | English | 5220 | 5400 |
| Peterson, Jack A. | Ph.D. | Education | 5220 | 5400 |
| Wilkinson, George E. | Ed.D. | Education | 5220 | 5400 |
| | | Music | 5400 | 5400 |
| Frank, Ralph W. | Ph.D. | Lab. School | 5040 | 5220 |
| Witte, Lois Fae | P.E.D. | Phys. Educ. | 5040 | 5220 |
| Young, Howard F. | Ph.D. | Biology | 5040 | 5220 |
| Lenel, Luise A. | Ph.D. | For. Lang. | 4680 | 5040 |
| Loomer, Gifford C. | Ph.D. | Lab. School | 4680 | 5040 |
| Runden, John P. | Ph.D. | English | 4680 | 5040 |

* Department Heads
& Plus \$40 maintenance

Approved for "A" block under previous schedule
c Disability leave

TEACHERS COLLEGE BOARD

| <u>Name</u> | <u>Degree</u> | <u>Department</u> | <u>Salary 1954-1955</u> | <u>Salary 1955-1956</u> |
|------------------------------|---------------|------------------------------|-----------------------------|-----------------------------|
| <u>Assistant Professors</u> | | | | |
| #Ave, Harold C. | A.M. | Health and Asst. Dean of Men | 5490 | 5760 |
| #Burke, Marjorie | A.M. | Lab. School | 5490 | 5760 |
| #Garner, C. Wix | A.M. | Phys. Educ. | 5490 | 5760 |
| #Horrabin, H. Waldo | M.S. | Lab. School | 5490 | 5760 |
| #Miller, Raymon | A.M. | Ind. Arts | 5490 | 5760 |
| #*Miner, Sarah | M.S. | Home Economics | 5490 | 5760 |
| #Ray, Ethel | A.M. | Education | 5490 | 5760 |
| #Sallee, Roy M. | M.S. | Biology | 5490 | 5760 |
| #Scott, Elna | A.M. | Lab. School | 5490 | 5760 |
| #*Swofford, Lyndal | M.S. | Library | 5490 | 5760 |
| #Terrill, Jennette N. | Ph.M. | Lab. School | 5490 | 5760 |
| #Potter, Olive | A.M. | Phys. Educ. | 5310 | 5580 |
| #Reynolds, Juna | A.M. | English | 5310 | 5580 |
| #Robinson, Lauretta J. | A.M. | Lab. School | 5310 | 5580 |
| #Schannenck, Margaret M. | A.M. | Lab. School | 5310 | 5580 |
| #Sollars, Velna | M.A. | Lab. School | 5310 | 5580 |
| #Swain, Paul B. | A.M. | Lab. School | 5310 | 5580 |
| #Taylor, Loren E. | A.M. | Lab. School | 5310 | 5580 |
| Bonham, Tressie | A.M. | Home Econ. | 5130 | 5400 |
| Conn, Kenneth E. | A.M. | Chemistry | 5130 | 5400 |
| Donley, Margaret B. | A.M. | Lab. School | 5130 | 5400 |
| Evans, Cecile | A.M. | Lab. School | 5130 | 5400 |
| Ferguson, Robert | M.S. | Bus. Educ. | 5130 | 5400 |
| Fite, Olive L. | A.M. | English | 5130 | 5400 |
| Gould, A. Oren | M.M. | Lab. School | 5130 | 5400 |
| Hoover, Isabel | A.M. | Lab. School | 5130 | 5400 |
| Mitchell, Beulah | A.M. | Lab. School | 5130 | 5400 |
| Mulder, George W. | A.M. | Music | 5130 | ---- |
| Neeley, Nancy D. | A.M. | Home Econ. | 5130 | 5400 |
| Pence, Helen | A.M. | Lab. School | 5130 | 5400 |
| Reid, Dempsey E. | M.S. | Ind. Arts | 5130 | 5400 |
| Roberts, A. B. | A.M. | Audio-Visual | 5130 | 5400 |
| Stipanowich, Joseph J. | M.S. | Mathematics | 5130 | 5400 |
| VanEtten, Leslie J. | M.S. | Agriculture | 5130 | 2700 |
| Voss, Hertha | A.M. | Registrar and Bus. Educ. | 5130 | 5400 |
| Wanninger, Forrest I. | M.M. | Music | 5130 | 5400 |
| Wardell, Margaret | A.M. | Library | 5130 | 5400 |
| Abbot, Richard R. | M.S. | Biology | 4950 | 5220 |
| Hampleman, R. S. | A.M. | Lab. School | 4950 | 5220 |
| Hicken, Victor | A.M. | Soc. Science | 4950 | 5220 |
| Hulett, Florence M. | M.Ed. | Lab. School | 4950 | 5220 |
| Jones, Reece A. | Ph.D. | Geography | 4950 | 5220 |
| Kerker, L. W. | P.E.D. | Lab. School | 4950 | 5220 |
| Morley, Leroy | A.M. | Phys. Educ. | 4950 | 5220 |
| Neu, Lucile | A.M. | Library | 4950 | 5220 |
| Sebree, June L. | M.S. | Phys. Educ. | 4950 | 5220 |
| & Warner, Wilma | M.S. | Home Econ. | 3060(6) | 4860 |
| Wendt, Arnold | Ph.D. | Mathematics | 4950 | 5220 |
| ----- | ---- | English | 4950 | 5220 |
| ----- | ---- | Physics | ---- | 5040 |
| ----- | ---- | Chemistry | ---- | 5040 |
| ----- | ---- | Off Campus Supr. | ---- | 5040 |
| Griesenbrock, Herman, Jr. | A.M. | Ind. Arts | 4590 | 4860 |
| Schormann, Marguerite Tupper | M.S. | Library | 2295 | 4860 |

* Department Heads
& Plus \$40 maintenance

Approved for "A" block under previous schedule
c Disability leave

TEACHERS COLLEGE BOARD

| <u>Name</u> | <u>Degree</u> | <u>Department</u> | <u>Salary 1954-1955</u> | <u>Salary 1955-1956</u> |
|---|---------------|-------------------------------|-----------------------------|-----------------------------|
| <u>Assistant Professors - Continued</u> | | | | |
| Schormann, Victor | M.S. | Library | 4680 | 4860 |
| ----- | ----- | Agriculture | ----- | 4860 |
| Brennen, E. Ardelia | M.S. | Lab. School | 4410 | 4680 |
| Brett, William J. | Ph.D. | Biology | 3600 | 4680 |
| Wells, Rupert W., Jr. | A.M. | Lab. School | 4410 | 4680 |
| Potter, George | M.S. | Bus. Educ. | 2160 | 4500 |
| ----- | ----- | Art | ----- | 4500 |
| Harnish, Frank J. | A.M. | Lab. School | 4050 | 4320 |
| <u>Instructors</u> | | | | |
| #Clow, Robert J. | M.S. | Phys. Educ. | 4860 | 5040 |
| Blyler, Dorothea | M.M. | Music | 4680 | 2430 |
| Dufelmeier, Arthur | M.S. | Phys. Educ. | 4680 | 4860 |
| Robinson, Loren K. | M.S. | Agriculture | 4680 | 4860 |
| Stevens, Wesley C. | A.M. | Phys. Educ. | 4680 | 4860 |
| Mussatto, Harry | M.S. | Lab. School | 4500 | 4680 |
| Ricci, Guy | M.S. | Phys. Educ. | 4500 | 4680 |
| Cordell, Howard | M.S. | Library | 4320 | 4500 |
| Lucatsky, Mendel | A.M. | Lab. School | 4320 | 4500 |
| Sockler, Harry | M.S. | Lab. School | 4320 | 4500 |
| Spicer, Harold O. | A.M. | English | 2160 | 4500 |
| Swanson, Martha L. | A.M. | Library | 4320 | 4500 |
| ----- | ----- | Lab. Sch. (H.Ec.) | 3600 | 4500 |
| ----- | ----- | Agriculture (sub.) | ----- | 4500 |
| Marshall, Donald W. | M.S. | Soc. Science | 4140 | 4320 |
| ----- | ----- | Music (sub.) | ----- | 4320 |
| Bagley, E. Sue | M.S. | Lab. School | 3960 | 4140 |
| Bangsberg, Harry | A.M. | Soc. Science & Pub. Relations | 3960 | 4140 |
| Dix, Edward E. | M.M. | Music (sub.) | ----- | 4140 |
| Howell, Wayne K. | A.M. | Audio-Visual | 3960 | 4140 |
| Mills, Lois P. | A.M. | Lab. School | 3960 | 4140 |
| ----- | ----- | Lab. Schl. (Soc.Sc.) | ----- | 4140 |
| ----- | ----- | Lab. Schl. (Chem.) | ----- | 4140 |
| Hanks, William S. | A.M. | Ind. Arts | 3780 | 3960 |
| Shive, James W. | M.S. | Audio-Visual | 3600 | 3780 |
| ----- | ----- | Asst. Dean of Women | ----- | 3780 |
| Swanson, Wendell | M.S. | Ind. Arts | 3015 | 3600 |
| <u>Faculty Assistants</u> | | | | |
| Jabusch, Barbara E. | B.S. | Lab. Schl. (Gr. 3) | 2475 | 2475 |
| Milburn, Joyce | B.S. | Lab. Schl. (Gr. 2) | 2250 | 2475 |
| Simmons, Lorraine | B.S. | Lab. Schl. (Gr. 4) | ----- | 2475 |
| ----- | ----- | Education | 1350 | 1350 |
| ----- | ----- | Lab. Schl. (Kdgn.) | 1350 | 1350 |
| ----- | ----- | Pub. Relations | 1350 | 1350 |
| ----- | ----- | Lab. Schl. (Bus.Ed.) | 1350 | 1350 |
| ----- | ----- | ----- | ----- | 1350 |
| ----- | ----- | ----- | ----- | 1350 |

* Department Heads
& Plus \$40 maintenance

Approved for "A" block under previous schedule
c Disability leave

III. Other School Employees

A. Resignation

1. Mrs. Evelyn Potter Jones, Clerk Stenographer I (W-CS-50), resigned effective March 15, 1955. She was employed in the Office of the Dean of the College, and her salary was \$220.

TEACHERS COLLEGE BOARD

2. Mrs. Grace M. Baker, Clerk Stenographer I (W-CS-75), has submitted her resignation to become effective April 30, 1955. She was employed in the Office of the Dean of Women.

B. Replacements

1. Miss Mary Ann Moore was employed as temporary Clerk Stenographer I (W-CS-50), effective March 15, 1955 at \$215 per month to replace Mrs. Jones in the Office of the Dean.
2. Mr. Glen Nash, Jr., was employed as Groundsman beginning April 1, 1955 at \$225 per month. This is a temporary position not to exceed six months.
3. Mr. Thomas Owens will be employed as temporary Janitor for the months of June, July, and August at \$200 per month.
4. Mrs. Marie Nielsen DeBates will be employed as part-time Student Worker in the Office of the Dean of Women for the month of May at \$125 per month; for the months of June, July, and August as temporary Clerk Stenographer I at \$175 per month. This is a temporary replacement for Mrs. Baker.

C. New Positions

1. Lois Adella Miller was employed as temporary Maid effective March 1, 1955 at \$180 per month. She is employed in the west wing of Seal Hall, which was opened to students at the beginning of the spring quarter, and will be paid from bond revenue.

D. Change of Status

1. The classification of Mr. Kenneth M. Peterson (W-CS-77) was changed from Fireman's Helper to Stationary Fireman effective January 1, 1955. His salary was increased from \$340 to \$365 per month.
2. The classification of Mrs. Ruth Hainline, Cook (W-CS-19), will be changed to Assistant Food Production Manager effective July 1, 1955, and her salary will be \$275 per month. She will have supervision of personnel and be responsible for receipts in the new cafeteria in which meals will be served seven days per week. Mrs. Olive George, Food Production Manager, will supervise personnel in Grote Hall and in addition plan menus and do the buying for both the cafeteria and the dormitory.

E. Extension of Temporary Appointments

The temporary appointments of the two following persons, who were originally employed September 1, 1955, were extended for six months beginning March 1, 1955:

1. Beverly Black Derry, Clerk Stenographer I
2. Ethel E. Moore, Clerk Stenographer I

PROCEEDINGS

F. Administrative personnel for 1955-56 for twelve months beginning July 1, 1955 to be paid from the appropriation for Personal Services, General Revenue Fund:

| <u>Name</u> | <u>Degree</u> | <u>Pay Roll Title</u> | <u>Salary 1954-1955</u> | <u>Salary 1955-1956</u> |
|--|---------------|---------------------------|-----------------------------|-----------------------------|
| Beu, Frank A. | Ph.D. | President | \$13,000 | \$13,000 |
| Carlson, R. J. (College Physician and U.R.S. Medical Examiner) | M.D. | Professor | 7,892.50* | 8,200* |
| Lipsev, William E. (Dean of College) | Ed.D. | Professor | 8,280 | 8,640 |
| Roberts, John C. (Director of Training and Placement) | Ed.D. | Professor | 8,280 | 8,640 |
| Grigsby, James M. (Business Manager) | B.Ed. | Ex. Asst. in Ed. and Adm. | 7,800 | 8,040 |
| Laflin, G. Allan (Director of Public Relations) | A.M. | Ex. Asst. in Ed. and Adm. | 7,560 | 7,800 |
| Zimmerman, Ruth L. (Dean of Women) | Ph.D. | Assoc. Prof. | 5,580** | 7,680 |
| Shake, W. K. (Asst. Bus. Manager) | M.S. | Ex. Asst. in Ed. and Adm. | 7,080 | 7,320 |
| Crum, Mary E. (Secretary to President) | | Ex. Asst. in Ed. and Adm. | 5,400 | 5,640 |

* 10¼ months

** Half time 6 months

G. Emeritus faculty for 1955-56 for twelve months beginning July 1, 1955 to be paid from the appropriation for Personal Services, General Revenue Fund:

| <u>Name</u> | <u>Degree</u> | <u>Department</u> | <u>Salary 1954-1955</u> | <u>Salary 1955-1956</u> |
|----------------|---------------|-------------------|-----------------------------|-----------------------------|
| Corbin, Mabel | M.S. | English | \$2,100 | \$2,100 |
| Gayler, George | A.B. | Extension | 2,100 | 2,100 |

K. List of substitute teachers to be employed when needed at the rate of \$12 per day:

| | |
|--|---------------------------------------|
| Mrs. Hazel Carson, B.Ed. | Mrs. Carol McVickar, A.M. |
| Mrs. Harriet Church, B.S. | Mr. John Mercer, M.S. |
| Mrs. Margaret Cordell, B.S. | Mrs. Rayman Miller, |
| Mrs. Robert Dains, B.Ed. | Equivalent to B.Ed. |
| Mr. John J. Elder, M.S. | Mrs. Jean Morrow, M.S. |
| Mrs. Eleanor Gingerich, B.Ed. | Mrs. Vivian Myers, M.S. |
| Mrs. Herman Griesenbrock, Jr., A.B. | Mrs. Robert Nelson, B.Ed. |
| Mrs. Dorothy Grigsby, B.Ed. | Mrs. Esther Nielsen, B.Ed. |
| Mrs. Lynn Hill, B.Ed. | Mr. Dan Robbins, B.Ed. |
| Mr. Donald Jording, B.S. | Mrs. John Runden, Ph.D. |
| Mrs. Jean Kerker, B.Ed. | Mrs. Frances Roberts, M.S. |
| Miss Hazel Keys, B.Ed. | Mrs. Donna Voorhees Snowden, B.Ed. |
| Mrs. Martha King, B.Ed. | Mrs. Wesley Stevens, B.S. |
| Mrs. Dean Knappenberger, B.S. | Mrs. Joseph Stipanowich, B.Ed. |
| Mrs. Chester Kowal, B.Ed. | Mr. Wallace Walker, A.B. |
| Mrs. Darwin McClure, B.S. | Mrs. Rupert Wells, A.M. |
| | Mrs. T. J. Young, B.Ed. |

TEACHERS COLLEGE BOARD

- L. List of faculty members and employees who will be on the retired list (University Retirement System of Illinois) as of September 1, 1955:

| | |
|--------------------|---------------------|
| Bennett, Mary A. | Lemmer, Guy |
| Champion, O.L. | Morgan, W.P. |
| Crain, Bessie | Schuppert, W.L. |
| Currens, Fred H. | Simpkins, Rupert R. |
| DeCamp, W.E. | Stookey, Ray |
| Garwood, Irving | Straight, M.K. |
| Henry, Margaret J. | Strome, Alberta |
| Kirkbride, Chester | Vawter, Gladys |

IV. ORGANIZATION

The Macomb Planning and Zoning Commission, which has been in operation about a year, employed Scruggs and Hammond, Peoria, to direct this project. It involves the entire City of Macomb relative to the business district, schools, streets, water supply, sewerage, waste disposal, traffic, college, parks, hospitals, and so on. The fee of Scruggs and Hammond for this work was \$9,000. The Macomb Planning and Zoning Commission indicated that the college should help defray this cost to the extent of \$1,500. We at the college in going over this matter with the local Advisory Committee member, Mr. Dunbar, thought that the only part that would in any way affect and benefit the college was:

"Major Streets and Traffic: This is particularly important in the expansion areas of the city near the college; also in providing suitable access to the college. The traffic problem is vitally important to both the city and the college in adequately connecting the commercial areas with the campus. Recommendations will be made as to street width and traffic direction so the college can plan future entrances and exits."

If the Teachers College Board members agree with us on this matter, we recommend that the Macomb Planning and Zoning Commission Board be paid \$300 out of our Personal Services funds for this part of the work of the Commission.

VI. BUILDINGS and GROUNDS

- A. The rehabilitation work in the basement of the Administration Building for the graduate study library is seventy-five per cent completed.
- B. The men's dormitory, Seal Hall, is completed with the exception of a few minor items which will soon be finished.
- C. The Science Building itself will be completed by the end of May according to present plans, and the installation of the fixed and movable equipment should be completed by September.
- D. Work on the preparation of the site around Seal Hall and the Science Building was started the week of April 4.

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VIII. STUDENT and FACULTY ACTIVITIES

A. Western's gymnastic team defeated the University of Notre Dame and Kansas State College in a double-dual, triangular meet on Saturday, March 19. "Corky" Cairns, Western gymnast, took first on the high bar, flying rings, parallel bars, and third on the side horse. Besides sweeping the first three places in the side horse event, Western took first, second, and sixth on the trampoline; first, fourth, and sixth on the high bar; first, eighth, and ninth on flying rings; first, fourth, and eighth on parallel bars; and fourth and fifth in tumbling, for a total of 94-1/2 points against Notre Dame's 71-1/2 and Kansas State's 55 in the triangular meet. In the double-dual meets the scores were: Western 54-1/2 - Notre Dame 40-1/2 and Western 65 - Kansas State 35. Notre Dame defeated Kansas State 52-43 in their dual meet.

B. Leroy "Stix" Morley, head basketball coach at Western, who was named N.A.I.A. "Coach of the Year", has been honored by the Illinois General Assembly. Resolutions, introduced by Senator T. Mac Downing and Representatives Everett Falder, Robert T. McLoskey, and Rollo R. Robbins, stated:

"Whereas, the National Association of Intercollegiate Athletics has just named Leroy Morley, coach of the Western Illinois State College basketball team, as the coach of the year.

"And, whereas, such noteworthy acclaim is well merited as a recognition of the outstanding record of the WISC basketball team,

"And, whereas, the honoring of an Illinois coach in this manner brings glory not only to Mr. Morley, to his team, and to his school, but to the State of Illinois as well,

"Be it resolved that we add our congratulations to this most fitting honor bestowed on Leroy Morley and that we wish him all the success in the future,

"And that a suitably engrossed copy of this preamble and resolution be forwarded to Mr. Morley."

C. The Ray W. Hanson honorary dinner will be held in Morgan Gymnasium on Saturday evening, May 21, 1955. Athletic Director Hanson will be starting his thirtieth year at Western in September 1955. A special committee of alumni and faculty members will have charge of this dinner and the arrangements for same. We shall appreciate having as many of you as possible present for this occasion.

Mr. Hanson is known not only within the state but nationally, and he has served on many commissions, committees, and surveys dealing with athletics during the thirty-year period he has been at Western. He was awarded the Navy Cross and the Purple Heart for heroic action in World War

TEACHERS COLLEGE BOARD

I with the U.S. Marines, and he served in World War II as a Lieutenant Colonel in the Marine Corps. In 1929 he secured official permission from the United States Government to name the Western athletic teams "Leathernecks" and to use the Marine emblem as their insignia. Western is the only college in the United States outside the Marine Corps that has the privilege of using this insignia. In 1952 Mr. Hanson was elected as a member of the Helms Foundation Hall of Fame for his contribution to intercollegiate basketball and as one of the organizers of the N.A.I.A.

- D. This is the second consecutive year that one of Western's players has been selected on the first team of the N.A.I.A. tournament. The individual selected this year was Marshall Stoner from Henry, Illinois.

Western's basketball team finished third in the N.A.I.A. tournament.

Don Talbot of DePue was selected on the second team, and Gene Talbot, also of DePue, was elected as the most valuable player from the Western squad by his teammates. Gene Talbot was also the highest in free throws, having an average of .78 for the season.

- E. During the final game of the N.A.I.A. tournament on Saturday night, March 12, the management took special occasion to compliment the pep band (ten members), the students, and the spectators from Western for their splendid cooperation, sportsmanship, and general conduct throughout the tournament.

- F. During the last week of March and the first week of April, Western received a great deal of publicity for the college through the statements made by David Williams, a freshman from Liberia. His comments appeared not only in the Illinois papers but in those in many surrounding states. One clipping concerning same was sent to us from the state of Washington.

- G. On Tuesday, April 5, Harvard University's debate team visited the campus and debated Western's team on the question, "Should We Recognize Red China?"

IX. MISCELLANEOUS

- A. Permission is requested to purchase new doors for the Administration Building and the Laboratory School Building as follows:

1. Rear double door of the Administration Building to be aluminum with 3/16" plate glass, double action doors provided with push bars on both sides, completely installed. Size of opening: 7'6" x 5'4"
2. Installation of aluminum single action double doors at west end of Laboratory School complete with panic hardware; complete removal of present frames and sills, and wood

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panel above door to be replaced with 3/16" plate glass in aluminum frame to match door. Size of opening: 10'9" x 6'4". Doors: 3'7" each.

Above doors to be manufactured by Kawneer Manufacturing Company or approved equivalent. To be installed per drawings and specifications furnished by the college.

Bids have been received as follows:

| | |
|---|------------|
| G. F. Vail and Sons, Macomb | \$3,231.00 |
| Ostrom and Maguire, Galesburg | 3,340.00 |
| Builders Supply Co., Macomb | 3,560.00 |

It is recommended that the bid of G. F. Vail and Sons be accepted.

- B. We request approval of the purchase of 614 units of aluminum frame screens with glass wool screen wire to be installed in Seal Hall. Bids have been received as follows:

| | |
|--|------------|
| Prairie State Insulation Co., Macomb | \$3,857.38 |
| Hugh J. Baker and Co., Decatur | 4,359.00 |
| Builders Supply Co., Macomb | No Bid |

It is recommended that the low bid of Prairie State Insulation Company be accepted.

The funds for this purchase will come from Bond Revenue, Series 54, Men's Residence Hall. There is an unencumbered balance as of this date of \$20,793.64, and there are no other expenditures necessary to complete construction and furnishings for the entire project.

X. SUMMARY

The approval of the Teachers College Board is respectfully requested for the following recommendations:

- A. The list of Teachers College Scholarship students for the winter quarter 1954-1955.
- B. The list of Military Scholarship students for the winter quarter 1954-55.
- C. The disability leave of Dr. Frances Whitehead effective March 1, 1955.
- D. Leaves of absence on one-half salary from September 1955 to May 1956, inclusive, for Miss Dorothea Blyler, Mr. Leslie J. VanEtten, and Mr. Raymond W. Hanson.
- E. Leave of absence without salary from September 1955 to May 1956, inclusive, for Mr. George W. Mulder.
- F. The employment of Mr. William Mitchell as Faculty Assistant in the Department of Business Education at \$375 per month for the spring quarter 1955.

TEACHERS COLLEGE BOARD

- G. The employment of Mr. Richard Frawein as Faculty Assistant in the Laboratory School at \$150 per month for the spring quarter 1955.
- H. The employment of Miss Mary England as Instructor in the Laboratory School for the first summer term 1955 at \$440 per month.
- I. The employment of Miss Joyce Milburn as Faculty Assistant in the Laboratory School effective September 1, at \$275 per month.
- J. The employment of Miss Barbara E. Jabusch as Faculty Assistant in the Laboratory School effective September 1, 1955 at \$275 per month.
- K. The employment of Mr. Edward Dix as Instructor in the Department of Music for the first summer term 1955 and the 1955-56 academic year at \$460 per month.
- L. The employment of Mrs. Adele Armstrong as Instructor in Library Science for the first summer term 1955 at \$250 per month.
- M. The employment of Miss Mary A. Potter as Assistant Professor in the Department of Mathematics for the first summer term 1955 at \$540 per month.
- N. The appointment of Dr. William J. Brett as Assistant Professor in the Department of Biological Sciences effective September 1, 1955 at \$520 per month.
- O. The employment of Miss Lorraine Simmons as Faculty Assistant in the Laboratory School effective September 1, 1955 at \$275 per month.
- P. The employment of Mr. Deward Clark as Instructor in the Department of Audio-Visual Education for the second summer term 1955 at \$400 per month.
- Q. Promotion in rank from Instructor to Assistant Professor for Mr. Victor Schormann and Mr. George Potter effective July 1, 1955.
- R. The faculty list with salary schedule for the first and second summer terms 1955 to be paid from appropriation for Personal Services, General Revenue Fund.
- S. Faculty list with salary schedule for the academic year of thirty-six weeks beginning September 1, 1955 to be paid from appropriation for Personal Services, General Revenue Fund.
- T. The resignation of Mrs. Evelyn Potter Jones effective March 15, 1955.
- U. The resignation of Mrs. Grace M. Baker effective April 30, 1955.
- V. The employment of Miss Mary Ann Moore as temporary Clerk Stenographer I effective March 15, 1955 at \$215 per month.
- W. The employment of Mr. Glen Nash, Jr., as temporary Groundsman effective April 1, 1955 at \$225 per month.
- X. The employment of Thomas Owens as temporary Janitor for June, July, and August at \$200 per month.

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- Y. The employment of Mrs. Marie Nielsen DeBates as Student Worker for May at \$125 and as temporary Clerk Stenographer I for June, July, and August at \$175 per month.
- Z. The employment of Lois Adella Miller as temporary Maid effective March 1, 1955 at \$180 per month.
- AA. The change in classification for Mr. Kenneth M. Peterson from Fireman's Helper to Stationary Fireman and increase in salary from \$340 to \$365 effective January 1, 1955.
- BB. The change in classification for Mrs. Ruth Hainline from Cook to Assistant Food Production Manager effective July 1, 1955.
- CC. Extension for the six months beginning March 1, 1955 of the temporary appointments of Beverly Black Derry, Clerk Stenographer I, and Ethel E. Moore, Clerk Stenographer I.
- DD. Administrative personnel for 1955-56 for twelve months beginning July 1, 1955 to be paid from the appropriation for Personal Services, General Revenue Fund.
- EE. Emeritus faculty for 1955-56 for twelve months beginning July 1, 1955 to be paid from the appropriation for Personal Services, General Revenue Fund.
- FF. Classified employees for 1955-56 for twelve months beginning July 1, 1955 to be paid from appropriation for Personal Services, General Revenue Fund.
- GG. Classified employees for 1955-56 for twelve months beginning July 1, 1955 to be paid from Auxiliary Enterprises.
- HH. Classified employees for 1955-56 for twelve months beginning July 1, 1955 to be paid from Teachers College Board Bond Revenue, Residence Hall Series 1954.
- II. List of substitute teachers to be employed when needed at the rate of \$12 per day.
- JJ. Payment from Personal Services the sum of \$300 to the Macomb Planning Commission for technical services.

REPORT OF THE WESTERN ILLINOIS STATE COLLEGE May 15-16, 1955

The following report is submitted for the Western Illinois State College:

II. FACULTY

- A. Changes in summer school list

TEACHERS COLLEGE BOARD

1. The salary for Harold C. Ave, Assistant Professor, should be \$610 for June, \$640 for July, and \$640 for August, rather than as listed in our April 1955 report, as he will be employed full time throughout the summer.
2. Miss E. Ardelia Brennen, who was scheduled to teach the first summer term, has requested a leave without salary in order to continue work toward the doctorate. Her salary would have been \$490 for June and \$260 for July.
3. Permission is requested to employ a replacement for Miss Brennen for the first summer term at a salary not to exceed that budgeted for Miss Brennen.
4. Mr. John Abram will be employed as Faculty Assistant in the Library for the first summer term 1955 at \$150 per month, or \$225 for the term, to replace V. Schormann who is on leave without salary.

III. OTHER EMPLOYEES

- A. Non-negotiated classified employees for 1955-56 for twelve months beginning July 1, 1955 to be paid from appropriation for Personal Services, General Revenue Fund. All non-negotiated employees with the exception of three, who are recommended for merit increments, have been increased \$10 per month; however if negotiated employees receive any amount in excess of \$10 per month, an adjustment should be made proportionally for non-negotiated employees. This list is the same as included in the April report (no change having been made to the Teachers College Board's new policy of allowing up to 25% as a possibility for merit increases).

All of us appreciate the action of the Board but shall allow our recommendations to stand as they were in April.

| <u>Name</u> | <u>W-CS-No.</u> | <u>Pay Roll Title</u> | <u>Salary 1954-1955</u> | <u>Salary 1955-1956</u> |
|-------------------------|-----------------|---------------------------------------|-----------------------------|-----------------------------|
| <u>Office</u> | | | | |
| Grigsby, Edna E. | 6 | Office Supervisor | \$4,800 | \$5,040 |
| Koester, Herman R., Jr. | 73 | Sr. Purch. Asst. | 4,440 | 4,680 |
| Pogue, Jeanne | 49 | Secretary II (S) | 4,440 | 4,680 |
| Bishop, Lucile | 3 | Chief Clerk I | 3,660 | 3,780 |
| Kator, Dolores | 31 | Registrar's Asst. | 3,552 | 3,672 |
| Hoburg, Patricia | (temp) | Acct. Asst. | 2,860 | 3,120 |
| Barry, E. Luan | 76 | Bk. Mach. Opr. | 2,700 | 2,820 |
| Moore, Mary Ann | 50 | Clerk Steno. I | (3.5) 752.50 | 2,700 |
| Newman, Polly | 44 | Clerk II | 2,700 | 2,700 |
| Phelps, Mary E. | 48 | Asst. Cashier | (8) 1,720 | 2,700 |
| Ring, Alice | 56 | Clerk Steno. I | 2,664 | 2,700 |
| Sherer, Anita L. | 57 | Clerk Steno. I | 2,520 | 2,640 |
| Chipman, Joyce | 81 | Clerk Typist II | 2,460 | 2,580 |
| Reno, Isabelle | 21 | Sw. Opr. | 2,340 | 2,400 |
| ----- | --- | Cl. Steno. I (Grad. Div. & Registrar) | ----- | 2,400 |
| ----- | --- | Cl. Steno. I (Dean of Men) | ----- | 2,400 |
| ----- | --- | Clerk I (Bus. Off.) | ----- | 2,400 |
| ----- | --- | Cl. Steno. I (P.E.) | ----- | 2,400 |

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| <u>Name</u> | <u>W-CS-No.</u> | <u>Pay Roll Title</u> | <u>Salary 1954-1955</u> | <u>Salary 1955-1956</u> |
|--|-----------------|-------------------------|-----------------------------|-----------------------------|
| <u>Office - Continued</u> | | | | |
| *Burnham, Alice | 74 | Clerk Typist I | (2,220) | 2,340 |
| *Foster, Peggy | 47 | Clerk Steno. I | (2,220) | 2,340 |
| Ray, Wilma | 79 | Clerk I | 2,220 | 2,340 |
| ----- | 75 | Clerk Steno. I | (11) 1,925 | (10) 1,850 |
| DeBates, Marie N. | 75 (temp) | Clerk Steno. I | (1) 175 | (2) 350 |
| Derry, Beverly Black | (temp) | Clerk Steno. I | (10) 1,700 | 2,160 |
| Yard, Sharon | 45 (temp) | Clerk Typist I | 1,800 | 1,920 |
| * Currently on leave of absence. Replacements are: | | | | |
| Moore, Ethel E. | 74 (temp) | Clerk Steno. I | (10) 1,700 | 2,160 |
| Payne, Mary Louise | 47 (temp) | Clerk Steno. I | 2,040 | 2,160 |
| <u>Health Service</u> | | | | |
| Thompson, Edithe N. | 65 | Health Serv. Nurse | 3,780 | 3,780 |
| <u>Residence Halls</u> | | | | |
| Wallsmith, M. Elizabeth | 10 | Res. Hall Direct. | 4,080 | 4,200 |
| ----- | ----- | Asst. Res. Hall Direct. | ----- | (10) 3,500 |
| Draper, Merle | 14 | Asst. Res. Hall Direct. | 3,120 | 3,240 |
| Pauley, Dale | (temp) | Asst. Res. Hall Direct. | 1,400 (7) | (2) 400 |
| <u>Food Service</u> | | | | |
| **George, Olive | 16 | Food Prod. Mgr. | 4,080 | 4,200 |
| ** Plus \$40 maintenance | | | | |

VI. BUILDINGS and GROUNDS

- A. If the \$75,000 is appropriated for rehabilitation of the twenty rooms in the Administration Building at Western and is available by July 1, 1955, we have drawings and specifications for these rooms which we will mail to the Board members or bring to the meeting on Sunday afternoon, May 15, depending upon the date of their completion.

If it is feasible and germane to send these plans out for bids by June 1, with sealed bids returnable by July 5, we would then be in a position to present this to the members of the Teachers College Board for action at the July meeting and thus be able to have some of these rooms ready for use by September.

We have had several conferences concerning the rehabilitation of these rooms with department heads, the dean of the college, and others who will use them, explaining to them that we will have only \$75,000, rather than \$125,000 as originally planned, for this work. The requests for rehabilitation and various types of construction have been reduced in proportion and kind. We think now we have the specifications and drawings by the use of alternates in the various rooms, in such form that the bids will be \$75,000 or under.

X. SUMMARY

The approval of the Teachers College Board is respectfully requested for the following recommendations:

TEACHERS COLLEGE BOARD

- A. Correction in salary for Harold C. Ave to \$610 for June, \$640 for July, and \$640 for August.
- B. Leave of absence without salary for Miss E. Ardelia Brennen for the first summer term.
- C. Replacement for Miss Brennen at a salary not to exceed that budgeted for Miss Brennen.
- D. Employment of Mr. John Abram as Faculty Assistant in the Library for the first summer term at \$150 per month.
- E. Non-negotiated classified employees for twelve months beginning July 1, 1955 at salaries indicated to be paid from Personal Services, General Revenue Fund.
- F. Issuance of plans and specifications for rehabilitation of twenty rooms in the Administration Building, bids to be returnable by July 5, 1955.

Respectfully submitted,

F. A. Beu, President

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE April 18, 1955

I have the honor to submit the following report:

I. STUDENTS

| <u>Resident</u> | <u>Men</u> | <u>Women</u> | <u>Total</u> | <u>Total One Year Ago</u> |
|-----------------------------------|------------|--------------|--------------|-------------------------------|
| <u>Undergraduates - full-time</u> | | | | |
| Post Graduates | — | — | — | — |
| Seniors | 183 | 159 | 342 | 332 |
| Juniors | 189 | 187 | 376 | 319 |
| Sophomores | 252 | 256 | 508 | 385 |
| Freshmen | 417 | 430 | 847 | 610 |
| Total full-time undergraduates | 1041 | 1032 | 2073 | 1646 |
| <u>Undergraduates - part-time</u> | | | | |
| Post Graduates | 1 | 11 | 12 | 28 |
| Seniors | 12 | 55 | 67 | 53 |
| Juniors | 5 | 45 | 50 | 57 |
| Sophomores | 4 | 14 | 18 | 40 |
| Freshmen | 11 | 30 | 41 | 35 |
| Total part-time undergraduates | 33 | 155 | 188 | 213 |
| Total Undergraduates | 1074 | 1187 | 2261 | 1859 |

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| <u>Resident - Continued</u> | <u>Men</u> | <u>Women</u> | <u>Total</u> | <u>Total One Year Ago</u> |
|--|------------|--------------|--------------|---------------------------|
| <u>Graduate Students</u> | | | | |
| Full-time | 35 | 4 | 39 | 54 |
| Part-time | <u>176</u> | <u>94</u> | <u>270</u> | <u>216</u> |
| Total Graduate Students | <u>211</u> | <u>98</u> | <u>309</u> | <u>270</u> |
| Total Resident Students | 1285 | 1285 | 2570 | 2129 |
| <u>Extension</u> | | | | |
| Undergraduates | 15 | 258 | 273 | 304 |
| Graduates | <u>33</u> | <u>72</u> | <u>105</u> | <u>66</u> |
| Total Extension Students | <u>48</u> | <u>330</u> | <u>378</u> | <u>370</u> |
| Total, Resident and Extension | 1333 | 1615 | 2948 | 2499 |
| Duplicates between resident & extension students | <u>4</u> | <u>5</u> | <u>9</u> | <u>20</u> |
| Grand Total Excluding Duplicates | 1329 | 1610 | 2939 | 2479 |
| McMurry Laboratory School | 136 | 115 | 251 | 249 |

Enrollment — Full-time Equivalent on Basis of 16 semester hours per student

| | <u>Men</u> | | <u>Women</u> | | <u>Total</u> | | <u>One Year Ago</u> |
|-----------------|--------------------------|---------------------------------|--------------------------|---------------------------------|--------------------------|---------------------------------|---------------------|
| | <u>Indivi- duals</u> | <u>Full-time equivalent</u> | <u>Indivi- duals</u> | <u>Full-time equivalent</u> | <u>Indivi- duals</u> | <u>Full-time equivalent</u> | |
| Resident | | | | | | | |
| Graduates | 211 | 74 | 98 | 25 | 309 | 99 | 102 |
| Under-grads | <u>1074</u> | <u>1052</u> | <u>1187</u> | <u>1066</u> | <u>2261</u> | <u>2118</u> | <u>1817</u> |
| Total Residents | 1285 | 1126 | 1285 | 1091 | 2570 | 2217 | 1919 |
| Extension | | | | | | | |
| Graduates | 33 | 7 | 72 | 14 | 105 | 21 | 12 |
| Under-grads | <u>15</u> | <u>3</u> | <u>258</u> | <u>45</u> | <u>273</u> | <u>48</u> | <u>55</u> |
| Total Extension | 48 | 10 | 330 | 59 | 378 | 69 | 67 |
| Grand Total | 1333 | 1136 | 1615 | 1150 | 2948 | 2286 | 1986 |

Scholarships

| | <u>First Semester</u> 1954-1955 | | | <u>Second Semester</u> 1955 | | |
|------------------|------------------------------------|--------------|--------------|--------------------------------|--------------|--------------|
| | <u>Men</u> | <u>Women</u> | <u>Total</u> | <u>Men</u> | <u>Women</u> | <u>Total</u> |
| Teachers College | 222 | 642 | 864 | 219 | 605 | 824 |
| Military | 122 | — | 122 | 147 | — | 147 |

II. FACULTY

1. Change of Degree

Miss Dorothy Lucke, assistant professor, Department of Home Economics, was awarded the Ph.D. degree by Pennsylvania State University in January, 1955.

2. Retirement

Miss Alma Anderson, associate professor, head of the Department of Fine Arts, who has served Northern since 1927, plans to retire from her teaching duties September 1 at the age of 60. She has been a most interested and loyal faculty member.

Mr. Homer Hall, assistant professor, Department of Education,

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who has served Northern since 1929, plans to retire from his teaching duties September 1. Mr. Hall will be 68 years of age. He has been a most loyal faculty member.

3. Resignations

Mr. Richard Bell, faculty assistant currently on leave without salary, effective immediately, to accept a position in industry with greater remuneration and responsibilities.

Mrs. Katherine Durant Cleaveland, instructor, assistant in the kindergarten, McMurry Laboratory School, effective at the close of the second semester, 1955, to devote her time to home duties.

Mr. Louis Gradisek, assistant professor, director of Gilbert Residence Hall, employed on a temporary basis to succeed Mr. Joseph Totaro who resigned November 1, 1954, effective June 15, 1955 because of marriage.

Dr. Agnes Jones, professor, head of the Department of Home Economics, effective at the close of the second semester, 1955, to establish a home for her recently born son.

Dr. Anne Millan, assistant professor, Department of Physical Education for Women, effective at the close of the second semester, 1955, to return to her home state of Massachusetts.

Mr. Alan Thomas, instructor on a temporary basis in the library, effective at the close of the summer session, 1955, to resume graduate study.

4. Leave of Absence Without Salary - Summer, 1955 Only

Miss Clara Sperling, secretary to the president, for the month of August in order to take an extended study tour of the Near East. Accrued vacation period of 1954 was approved by the Board in April, 1954 for this purpose.

Miss Betty Shand, head nurse, Student Health Service, from July 5 until September 12, 1955 in order to travel in Europe.

5. Replacements - Summer Session Only

a. McMurry Laboratory School

Miss Mary McCulloch, M.S., kindergarten supervising teacher, for the eight-week period at a salary of \$800.

b. DeKalb Studen Teaching Center

Miss Louise Bristow, B.E., first grade supervising teacher, for the eight-week period at a salary of \$800.

Miss Elvera Hjerstedt, M.A., second and third grade supervising teacher, for the eight-week period at a salary of \$800.

Mr. Willard Widerberg, M.S., supervising teacher of middle grades, for the eight-week period at a salary of \$800.

All of the above are regular teachers in the DeKalb City Schools.

PROCEEDINGS

c. Elementary Education Workshop - Rockford

Mrs. Vivian V. Haynes, M.A., intermediate supervising teacher, at a salary of \$930 for 6-1/2 weeks. Mrs. Haynes, supervisor of elementary education for the Oklahoma City Public Schools, has served in this capacity in 1949 and 1952.

Miss Janet Clemons, M.A., demonstration teacher, at a salary of \$680 for 6-1/2 weeks. Miss Clemons is a teacher of enviable reputation in the Rockford schools, supervisor of elementary education.

Miss Kathryn Huestis, M.S., demonstration teacher, at a salary of \$680 for 6-1/2 weeks. Miss Huestis received her bachelor's and master's degrees from Northern and is an experienced teacher who served on the workshop staff in the summer of 1954.

- d. Mrs. Esther Doxey Beile, faculty assistant, office of the president, at \$300 per month for two months to assist with projects not regularly done by student help. Mrs. Beile, a graduate of Northern, was employed during the summers of 1953 and 1954.

6. Home Economics Workshop (DeKalb) Replacement

Mrs. Marjorie Arch for two weeks in June at \$600. Mrs. Arch served in the 1953 and 1954 workshops and is a specialist in the Bishop system of teaching clothing. She is an experienced high school teacher who has taught in various colleges, including Pennsylvania State College.

7. Speech Rehabilitation Clinic - Replacement

Miss Peggy J. Weaver, director of residence hall, at a salary of \$600 with maintenance for eight weeks, replacing Miss Nancy Schwarzwaldner for that length of time.

8. To be employed - summer session, only

Associate professor, Department of Mathematics - 2 months (\$1200) estimated

Associate professor, Department of Education, to teach in graduate extension center of Elgin, 6 weeks - \$900, estimated.

Nurse, Student Health Center, replacing Miss Betty Shand, 2 months - \$750, estimated.

9. Faculty Members Not Returning for Autumn, 1955

Mrs. Lucile Aikins, faculty assistant, Department of English, employed the second semester only.

Mrs. Elizabeth Bischof, instructor, Department of English, employed for second semester only.

Dr. Thomas Dale, assistant professor, employed on a temporary basis 1953-1955. He will be replaced.

Mr. Larry Gresens, faculty assistant, employed on a temporary basis to succeed Mr. Kendall Foley (temporary replacement for Mr. Richard Bell) who resigned October 21, 1954. He will be replaced.

TEACHERS COLLEGE BOARD

- Miss Helen Lowey, instructor, Department of Physical Education for Women, on a temporary basis because she can not pass the physical examination. She will be replaced.
- Mr. William McCabe, instructor, Department of Physical Education for Men, replacing Mr. Jerome Winn, on leave of absence. This was a temporary replacement.
- Mrs. Margaret Meldrum, instructor, first grade supervising teacher, employed for one year only. She will be replaced.
- Mr. Robert Neill, instructor, Department of Music, replacing Mr. Reynolds Whitney, on leave of absence. This was a temporary replacement.
- Mrs. Magdalene Singer, instructor, third grade supervising teacher, employed for one year only. She will be replaced.
- Mr. John B. Tarver, instructor, employed for the second semester only to succeed Dr. Lewis McFarland who died December 26, 1954. Mr. Tarver will be replaced.
- Mrs. Darlene D'Aquila, instructor, music supervisor, McMurry Laboratory School, replacing Miss Minerva Pepinsky, on leave of absence. This was a temporary replacement.

10. Return from Leave of Absence

- Dr. James Merritt, associate professor, Department of Education, on leave without salary - in September.
- Mr. Robert Morris, assistant professor, Department of Music, on leave without salary - in September.
- Miss Minerva Pepinsky, assistant professor, music supervisor, on leave at half salary - in September.
- Mr. Reynolds Whitney, instructor, Department of Music, on leave at half salary - for the summer session.
- Mr. Jerome Winn, assistant professor, physical education supervisor, McMurry Laboratory School, on leave at half salary - in September.
- Mr. Romeo M. Zulauf, dean of instruction, associate professor, on leave at half salary through May, without salary June 1 - August 31, 1955 - return in September.

11. Leave of Absence - 1955-1956 -- Without Salary

- Mr. Homer Garretson, instructor, Department of Music, on leave at half salary during 1954-1955, to continue his graduate study at the University of Illinois without salary for 1955-1956.

12. Return From Leave of Absence - Summer Session, Only

- Mr. Homer Garretson, instructor, Department of Music, on leave during 1954-1955, to teach in the summer session, 1955.

13. Leaves of Absence at Half Salary - 1955-1956

- Upon the recommendation of the Acting Dean of Instruction, in which I concurred, and approved by the Faculty Advisory and Administrative Councils, I should like to recommend the following for leaves of absence at half salary for 1955-1956. All of these persons have satisfied the requirements for leaves and plan to continue graduate study.

PROCEEDINGS

Mr. Jess Beard, instructor, fifth grade teacher, McMurry Laboratory School.

Dr. Eugene W. Hellmich, professor, head of the Department of Mathematics.

Mr. Wilbur Smith, assistant professor, Department of Music.

Miss Helen Wehling, instructor, supervisor of home management work, Department of Home Economics.

14. Re-appointment for 1955-1956 (Temporary)

Mr. Hans-Karl Piltz, instructor, Department of Music, to continue replacing Mr. Homer Garretson, on leave of absence.

Mr. Piltz will be classified as instructor at a salary of \$4320 for nine months on a temporary basis.

15. Appointments - 1955-1956 (Replacements)

Dr. Robert N. Broadus, associate professor, library, at a salary of \$5400 for nine months beginning in September, replacing Mr. Alan Thomas, librarian who has resigned in order to resume graduate study. Dr. Broadus has his bachelor's degree from George Pepperdine College, Los Angeles, his bachelor of library science degree from the University of Chicago, and his doctor's degree (Ph.D.) from the University of Southern California. He has had successful teaching experience at George Peabody College for Teachers and comes to Northern from a position at David Lipscomb College, Nashville. Because of the demand for courses in library science, his assignment will be somewhat different from that of Mr. Thomas, for he will devote most of his time to teaching courses in library science.

Mr. Kenneth Cleland, assistant professor, Department of Education, at a salary of \$5220 for nine months beginning in September. Mr. Cleland, who earned both his bachelor's and master's degree at Ohio University and who expects to receive his doctor's degree from Ohio University during the summer of 1955, has been a member of Northern's staff as a temporary appointee replacing Dr. James Merritt, on leave of absence for the current year. Mr. Cleland will replace Mr. Homer Hall who is retiring, and move from temporary to regular status.

Mr. Harold F. Riehle, assistant professor, Instructional Materials Center, at a salary of \$5040 for nine months beginning in September, replacing Mr. Richard Bell, faculty assistant in the Instructional Materials Center, on leave of absence without salary, who has resigned to accept a position in industry. Mr. Riehle received his bachelor's degree from Central Michigan College and his master's degree from the University of Florida where he has completed more than an additional year's work toward the doctorate.

He has taught for three years in junior and senior high schools of Flint, Michigan, and the P. K. Yonge Laboratory School of the University of Florida. Currently he is serving as director of student personnel in Pensacola Junior College, Pensacola, Flo-

TEACHERS COLLEGE BOARD

rida. He will teach courses in audio-visual aids and photography as part of his assignment.

Miss Margaret M. Steil, instructor, supervising teacher of first grade in McMurry Laboratory School, at a salary of \$4680 for nine months beginning in September, replacing Mrs. Margaret Meldrum, a temporary appointee for one year. Miss Steil earned her bachelor's degree at State College, Platteville, Wisconsin, and her master's degree at the University of Chicago. She has had successful teaching experience in the rural schools of Wisconsin and elementary schools of Rock Island and Oak Park, Illinois. Currently she is employed as an expert demonstration teacher by Houghton Mifflin Company, publishers.

Mr. Raymond Wilderman, assistant professor, Department of Speech, at a salary of \$5040 for nine months beginning in September, replacing Dr. Lewis McFarland who died December 26, 1954. Mr. Wilderman will begin his duties in the summer session, 1955, at a salary of \$560 per month for two months. He earned his bachelor's degree at Southeast Missouri State College, his master's at the University of Iowa. His doctor's degree (Ph.D. in speech) will probably be conferred by the University of Iowa in June, 1955. He served for three years as a radio technician in the Navy and has taught for five years at Wartburg College.

16. Appointments - 1955-1956

Mr. Frank Blanning, assistant professor, Department of Music, at a salary of \$5040 for nine months beginning in September, Mr. Blanning who earned his bachelor's degree at Olivet College, Michigan and his master's degree at the University of Indiana, has been a member of the staff at Northern for two years as a temporary appointee replacing Mr. Robert Morris, on leave without salary. This is a new position previously approved by the Board.

Mr. Gwynn Greene, assistant professor, Department of Education, at a salary of \$5040 for nine months beginning in September. Mr. Greene earned his bachelor's degree at Northwest Missouri State Teachers College, his master's degree at the University of Kansas City and has completed much of the work toward his doctorate at Teachers College, Columbia University. He has been a member of the Northern staff since September, 1954 as a temporary appointee replacing Dr. Carl Proehl, assistant director in student teaching who has been acting director during 1954-1955. This is a new position previously approved by the Board.

17. Change of Status

Following full consideration by the Personnel Committee (Administrative Advisory and Faculty Advisory Councils) we should like to submit for Board approval the change of status for faculty members as follows:

PROCEEDINGS

From Associate Professor to Professor

Dr. Eleanor Anglin, supervising teacher, McMurry Laboratory School.

Dr. S. Orville Baker, Head, Department of English

Dr. Eino Johnson, Department of Education

Dr. Thomas A. Ringness, Department of Education

From Assistant Professor to Associate Professor

Dr. Dorothy Lucke, Department of Home Economics

Dr. Paul Prior, Department of Biological Sciences

From Instructor to Assistant Professor

Mr. Homer Garretson, Department of Music

Mr. Voris King, Department of Earth Sciences

Mr. Reynolds Whitney, Department of Music

From Temporary to Regular Appointment

Mr. Frank Blanning, assistant professor, Department of Music

Mr. Kenneth Cleland, assistant professor, Department of Education

Mr. Gwynn Greene, assistant professor, Department of Education

Miss Bly Johnson, instructor, assistant dean of women

Mr. Herbert Miller, assistant professor, Department of Mathematics

Mr. William R. Seat, assistant professor, Department of English

Mr. Robert Wilson, instructor, Department of English

18. Changes in Assignment

Mr. George Evans, associate professor, from head of Department of Physical Education for Men to Director of Athletics on a twelve month basis beginning July 1, 1955.

Dr. William Healey, associate professor, Department of Physical Education for Men, from nine months to nine and one-half month contract beginning July 1, 1955.

Dr. James Merritt, associate professor, from assistant director of student teaching on a twelve month contract to associate professor, Department of Education, on a nine month contract beginning September 1, 1955.

Dr. W. Paul Street from Director of Regional Services to Professor in Journalism in the Department of English at a regular nine months salary of \$6,660, effective September 1, 1955 with summer assignment when work is available. We should like to employ Dr. Street in the summer of 1955 for the two months of July and August at his present monthly salary of \$675.

19. Faculty and Staff Still To Be Employed

Positions Not Filled But Budgeted.

A. Replacements

- 1 - English, replacing Dr. Thomas Dale, temporary appointee

TEACHERS COLLEGE BOARD

- 1 - Head of Fine Arts Department, replacing Miss Alma Anderson who will retire on September 1, 1955
- 1 - Health Coordinator, replacing Mrs. Ruth Frantz who resigned August 1, 1953
- 1 - McMurry Laboratory School, replacing Mrs. Katherine Cleaveland who resigned
- 1 - McMurry Laboratory School, replacing Mrs. Magdalene Singer, temporary appointee
- 1 - Physical Education for Women, replacing Dr. Anne Millan who resigned
- 1 - Physical Education for Women, replacing Miss Helen Lowey, temporary appointee

B. Replacements for Leave of Absence Positions

- 1 - Department of Home Economics (Miss Wehling on leave)
- 1 - Department of Mathematics (Dr. Hellmich on leave)
- 1 - Department of Music (Mr. Smith on leave)
- 1 - McMurry Laboratory School (Mr. Beard on leave)

C. New Positions Approved but not yet Filled

- 1 - Department of Biological Sciences
- 1 - Department of Business Education
- 1 - Department of Education
- 2 - Department of English
- 1 - Department of Physical Education for Men
- 1 - Department of Physical Education for Women
- 1 - Department of Home Economics
- 1 - Library
- 1 - Department of Physical Sciences
- 1 - Department of Social Sciences
- 1 - Department of Speech

20. Faculty and administrative payrolls (1955-1956) approved by the Advisory Committee of the Board. These have had consideration by the Personnel Committee.

President and Administrative Officers - 1955-1956 Twelve Months - Personal Services

| <u>Name</u> | <u>Academic Degree</u> | <u>Payroll Title</u> | <u>Salary 1954-1955</u> | <u>Salary 1955-1956</u> |
|--|------------------------|-----------------------------|-------------------------|-------------------------|
| Holmes, Leslie A. President | Ph.D. | President | 13,000 | 13,000 |
| Hains, J. Robert Assoc. Dean of Instruction; Dean of the Graduate School | Ph.D. | Exec. Ass't in Educ. & Adm. | 9480 | 9840 |
| Geigle, Francis R. Adm. Ass't to President | Ed.D. | Exec. Ass't in Educ. & Adm. | 8760 | 9120 |
| Keller, Otto J. Director, Student Health Service, Examiner, University Retirement System | M.D. | Exec. Ass't in Educ. & Adm. | 9000 | 9360 |

PROCEEDINGS

President and Administrative Offers - 1955-1956 - Continued Twelve Months - Personal Services

| <u>Name</u> | <u>Academic Degree</u> | <u>Payroll Title</u> | <u>Salary 1954-1955</u> | <u>Salary 1955-1956</u> |
|--|----------------------------|--------------------------------|-----------------------------|-----------------------------|
| Zulauf, Romeo M. Dean of Instruction | M.A. | Exec. Ass't in Educ. & Adm. | 3800 L* | 9360 |
| Hanson, Ernest R. Director of Student Personnel | Ed.D. | Exec. Ass't in Educ. & Adm. | 8280 | 8640 |
| Harrison, Paul Director, Lorado Taft Field Campus | M.A. | Exec. Ass't in Educ. & Adm. | 7680 | 7920 |
| Dorland, Z. Harold Director of Business Services | M.A. | Exec. Ass't in Educ. & Adm. | 7560 | 7920 |
| Haddock, Ruth Dean of Women | Ph.D. | Exec. Ass't in Educ. & Adm. | 7200 | 7440 |
| Froom, William P. Associate Director, Public Relations | M.A. | Exec. Ass't in Educ. & Adm. | 6360 | 6720 |
| Leifheit, Edith Registrar | B.S. in Educ. | Exec. Ass't in Educ. & Adm. | 6360 | 6480 |
| Pike, Carroll M. Dean of Men | Ed.D. | Exec. Ass't in Educ. & Adm. | 6120 | 6480 |
| Montgomery, Lisbeth Director of Food Services | B.S. | Exec. Ass't in Educ. & Adm. | 6000 B | 6240 B |
| Donnelly, Eugenie Director of Admissions | M.S. | Exec. Ass't in Educ. & Adm. | 5760 | 6000 |
| Sperling, Clara Secretary to the President | B.S. | Exec. Ass't in Educ. & Adm. | 5340 | 5520 |

L - Leave of absence at half salary
B - Plus board

* Includes 9 mo. at half salary and
½ month at full salary

| <u>Professors</u> | <u>Academic Degree</u> | <u>Department</u> | <u>Salary 9 months 1954-1955</u> | <u>Salary 9 months 1955-1956</u> |
|---------------------|----------------------------|---------------------|--|--|
| Gabel, Otto J. | Ph.D. | Education | 7290 | 7560 |
| Hellmich, Eugene | Ph.D. # | Mathematics | 7290 | 3780 L |
| Howell, Charles | Ph.D. | Social Science | 7110 | 7380 |
| O'Connell, W. V. | Ed.D. # | Speech | 7110 | 7380 |
| Gould, Howard W. | Ph.D. # | Physical Science | 6930 | 7200 |
| Hayter, Earl | Ph.D. | Social Science | 6930 | 7200 |
| Jameson, Hugh | Ph.D. # | Social Science | 6930 | 7200 |
| Bellis, Bertha | Ph.D. | Supervising Teacher | 6750 | 7020 |
| Cobb, Lillian | Ph.D. # | Foreign Language | 6750 | 7020 |
| Connor, J. Hal | M.A. # | English | 6750 | 7020 |
| Yauch, Wilbur | Ed.D. # | Education | 6750 | 7020 |
| Caldwell, Loren | Ed.D. # | Earth Science | 6570 | 6840 |
| Lloyd, John | Ed.D. | Social Science | 6570 | 6840 |
| Terwilliger, George | Ed.D. # | Biological Science | 6570 | 6840 |
| Williams, Esther | Ed.D. | Education | 6570 | 6840 |
| Crawford, Paul | Ph.D. | Speech | 6390 | 6660 |
| Street, W. Paul | Ph.D. | English | 6075 | 6660 |
| Rolf, Frederick | Ph.D. | Physical Science | 6390 | 6660 |

TEACHERS COLLEGE BOARD

Faculty Payrolls for 1955-1956 - Continued

Personal Services

| Professors | Academic Degree | Department | Salary 9 months 1954-1955 | Salary 9 months 1955-1956 |
|--------------------------------------|-----------------|---------------------|---------------------------------|---------------------------------|
| Taylor, E. Ruth | Ph.D. | English | 6390 | 6660 |
| Uhland, Maude | Ph.D. | English | 6390 | 6660 |
| Aikins, Harold | Ph.D. | Social Science | 6210 | 6480 |
| Lindbeck, Wendell | Ph.D. | Physical Science | 6210 | 6480 |
| Rowe, John | Ed.D. | Business Education | 6030 | 6300 |
| Volberding, Eleanor | Ph.D. | Education | 6030 | 6300 |
| Wood, Margaret | Ph.D. | Speech | 6030 | 6300 |
| Coar, Birchard | Mus.D. | Music | 5850 | 6120 |
| Hardgrove, Clarence | Ph.D. | Mathematics | 5850 | 6120 |
| McGeoch, Dorothy | Ed.D. | Education | 5850 | 6120 |
| Thistlethwaite, Robert | Ph.D. # | Business Education | 5850 | 6120 |
| Anglin, Eleanor | Ph.D. | Supervising Teacher | 5580 | 5940 Pr |
| Baker, S. Orville | Ph.D. # | English | 5580 | 5940 Pr |
| Bullington, Robert | Ph.D. | Biological Science | 5670 | 5940 |
| Johnson, Eino | Ph.D. | Education | 5580 | 5940 Pr |
| Ringness, Thomas | Ph.D. | Education | 5760 | 5940 Pr. |
| | | | 12 months | 12 months |
| Huebner, Max | Ph.D. | Student Teaching | 8760 | 9120 |
| Director, Student Teaching | | | | |
| Fink, Stuart D. | Ph.D. | McMurry Lab School | 8520 | 8880 |
| Principal, McMurry Laboratory School | | | | |
| Bartels, Martin | Ph.D. | Placement | 8040 | 8400 |
| Director of Placement | | | | |

Pr - Recommended for promotion from associate professor to professor

- Head of Department

* - Has been classified as professor for many years. Has 3 years' grad work

L - On leave of absence at half pay

| Associate Professors | Academic Degree | Department | Salary 9 months 1954-1955 | Salary 9 months 1955-1956 |
|----------------------|-----------------|---------------------|---------------------------------|---------------------------------|
| Anderson, Miriam | Ed.D. # | Physical Education | 6120 | 6300 |
| Appell, Carl | M.A. | Physical Education | 5760 | 5940 |
| Hanby, Bernadine | M.L.S. # | Library | 5760 E | 5940 E |
| Oakland, Milo | M.A. # | Industrial Arts | 5760 ** | 5940 ** |
| Burrell, Blanche | M.A. | Supervising Teacher | 5580 | 5760 |
| Chapman, Lowell | Ed.D. | Business Education | 5580 | 5760 |
| Healey, William | Ph.D. | Physical Education | 5580 | 5760 X |
| Miner, Wallace | M.A. | Physical Science | 5580 | 5760 |
| Weed, Maurice | Ph.D. | Music | 5580 | 5760 |
| Beach, James W. | Ph.D. | Mathematics | 5400 | 5580 |
| Benben, John S. | Ph.D. | Education | 5220 | 5400 |
| Bischof, L. J. | Ed.D. | Education | 5400 | 5580 |
| Clark, George | Ph.D. | English | 5400 | 5580 |
| Feyerherm, Harvey | Ph.D. | Biological Science | 5400 | 5580 |
| Grant, Eugene | Ph.D. | Education | 5400 | 5580 |
| Huey, J. Frances | Ed.D. | Education | 5220 | 5400 |
| Kent, Frederick | Dr.L. | Social Science | 5400 | 5580 |
| O'Connor, Marguerite | M.A. | Education | 5400 | 5580 |

E - 11 months contract

** - to be extended at the regular monthly rate for 12 months when employed for the summer session; otherwise, 10 months at regular rate

X - employed for 9½ months at this monthly rate

- Head of Department

PROCEEDINGS

Faculty Payrolls for 1955-1956 - Continued Personal Services etc.

| <u>Associate Professors</u> | <u>Academic Degree</u> | <u>Department</u> | <u>Salary 9 months 1954-1955</u> | <u>Salary 9 months 1955-1956</u> |
|-----------------------------|------------------------|---------------------|----------------------------------|----------------------------------|
| Patterson, Charles J. | Ph.D. | English | 5400 | 5580 |
| Pineault, John | Ed.D. | Business Education | 5400 | 5580 |
| Schreiner, Martha | Ph.D. | Foreign Language | 5400 | 5580 |
| Weed, Frederic | Ph.D. | Social Science | 5400 | 5580 |
| Wilson, D. Kenneth | Ph.D. | Speech | 5400 | 5580 |
| Anderson, W. Carlisle | Ph.D. | Industrial Arts | 5220 X | 5400 X |
| Bower, John | Ph.D. | Physical Sciences | 5220 | 5400 |
| Broadus, Robert N. | Ph.D. | Library | — | 5400 |
| Kohler, Roderick | Ph.D. | Industrial Arts | 5220 | 5400 |
| Leavitt, Howard | Ed.D. | Education | 5220 | 5400 |
| Martin, James | Ph.D. | Social Sciences | 5220 | 5400 |
| Miller, Wilma | Pe.D. | Physical Education | 5220 | 5400 |
| Carroll, Margaret | Ph.D. | Education | 5040 | 5220 |
| Lucke, Dorothy | Ph.D. | Home Economics | 4770 | 5220 Pr |
| Merritt, James | Ed.D. | Education | 5040 Y LW | 5220 |
| Prior, Paul | Ph.D. | Biological Sciences | 4770 | 5220 Pr |

Y — 12 months contract at 9 months rate

X — employed for 9½ months at this monthly rate

LW — Leave without Salary

Pr — recommended for promotion

| | | | <u>12 months</u> | <u>12 months</u> |
|-------------------------------------|--------|--------------------|------------------|------------------|
| Evans, George | M.A. # | Physical Education | 5760 X | 7920 |
| Director of Athletics | | | | |
| Alexander, Virgil | Ph.D. | Instr. Mat. Center | 6820 E | 7040 E |
| Director of Instructional Materials | | | | |
| Clettenberg, Joseph | Ph.D. | Extension | 7200 | 7440 |
| Director of Extension | | | | |
| Proehl, Carl | Ed.D. | Student Teaching | 6720 | 6960 |
| Ass't Director of Student Teaching | | | | |

| <u>Assistant Professors</u> | <u>Academic Degree</u> | <u>Department</u> | <u>Salary 9 months 1954-1955</u> | <u>Salary 9 months 1955-1956</u> |
|-----------------------------|------------------------|---------------------|----------------------------------|----------------------------------|
| Pepinsky, Minerva | M.A. | Supervising Teacher | 2745 L | 5760 |
| Secrest, Lawrence | M.A. | Industrial Arts | 5490 ** | 5760 ** |
| Burton, Emily | M.A. | Supervising Teacher | 5310 | 5580 |
| Edel, E. F. | M.A. | Supervising Teacher | 5310 | 5580 |
| Hill, Wilma | M.A. | Fine Arts | 5310 | 5580 |
| Meldrum, James | M.S. | Social Sciences | 5310 | 5580 |
| Westbrook, May | M.S. | Home Economics | 5310 | 5580 |
| Anderson, Rodney | M.S. | Mathematics | 5130 | 5400 |
| Baker, Charles | M.Mus. | Music | 5130 | 5400 |
| Beard, Jess | M.S. | Supervising Teacher | 5130 | 2700 L |
| Burke, Roy | M.S. | Fine Arts | 5130 | 5400 |
| Carper, Virginia | M.A. | Supervising Teacher | 5130 | 5400 |
| Janeway, Thomas | M.A. | Biological Sciences | 5130 | 5400 |
| Kahler, Robert | M.A. | Physical Education | 5130 X | 5400 X |
| Head Football Coach | | | | |
| Lawrence, Richard | Ed.D. | Education | 5130 | 5400 |
| McKinzie, Ralph | M.A. | Physical Education | 5130 X | 5400 X |
| Reinemann, Martin | M.S. | Earth Science | 5130 | 5400 |
| Rohde, Charles | M.S. | Biological Sciences | 5130 | 5400 |
| Seed, Mary Jane | M.A. | Home Economics | 5130 | 5400 |
| Sicklebower, Russell | M.B.A. | Business Education | 5130 | 5400 |
| Singer, Arthur | Ph.D. | Education | 5130 | 5400 |

TEACHERS COLLEGE BOARD

Faculty Payrolls for 1955-1956 - Continued

Personal Services

etc.

| <u>Assistant Professors</u> | <u>Academic Degree</u> | <u>Department</u> | <u>Salary 9 months 1954-1955</u> | <u>Salary 9 months 1955-1956</u> |
|-----------------------------|------------------------|---------------------|----------------------------------|----------------------------------|
| Smith, Wilbur | M.A. | Music | 5130 | 2700 L |
| Sohne, John | M.S. | Physical Education | 5130 X | 5400 X |
| Assistant Athletic Director | | | | |
| Stelford, Norma | M.A. | Mathematics | 5130 | 5400 |
| Stensland, Minnie | M.A. | Music | 5130 | 5400 |
| Stevens, George | Ph.M. | Earth Sciences | 5130 | 5400 |
| Trager, Lela | M.A. | Physical Education | 5130 | 5400 |
| Twombly, John | M.A. | Social Sciences | 5130 | 5400 |
| Walker, Katherine | M.L.S. | Library | 5130 E | 5400 E |
| Wiggert, Elsie | M.A. | Fine Arts | 5130 | 5400 |
| Burtness, Paul | Ph.D. | English | 4950 | 5220 |
| Cleland, Kenneth | M.Ed. | Student Teaching | 4950 a | 5220 P |
| Lerea, Louis | Ph.D. | Speech | 4950 | 5220 |
| Levardsen, Norman | Ph.D. | Biological Sciences | 4950 | 5220 |
| Mays, William | Ph.D. | Industrial Arts | 4950 | 5220 |
| McCoy, Mary | Ph.D. | Physical Education | 4950 | 5220 |
| Park, Esther | M.L.S. | Library | 4950 E | 5220 E |
| Rigney, Carl | Ph.D. | Physical Sciences | 4950 | 5220 |
| Roos, Donald | M.A. | Social Sciences | 4950 | 5220 |
| Roth, Bernice | M.A. | Education | 4950 | 5220 |
| Schreiber, Robert | M.A. | Instr. Materials | 4950 | 5220 |
| Swynehardt, Mary B. | M.A. | Supervising Teacher | 4950 | 5220 |
| Winn, Jerome | M.S. | Supervising Teacher | 2475 L | 5220 |
| Blanning, Frank | M.S.M. | Music | 4770 a | 5040 P |
| Canon, Charles | M.A. | Fine Arts | 4770 | 5040 |
| Eaton, John | M.B.A. | Business Education | 4770 | 5040 |
| Greene, Gwynn | M.A. | Education | 4770 a | 5040 P |
| Huebner, Dwayne | M.S. | Education | 4770 | 5040 |
| James, E. Nelson | M.A. | English | 4770 | 5040 |
| Johnson, Alice | M.L.S. | Library | 4770 E | 5040 E |
| Keefer, Richard | M.A. | English | 4770 | 5040 |
| Lane, Elizabeth | M.A. | Physical Education | 4770 | 5040 |
| Miller, Herbert | M.A. | Mathematics | 4770 a | 5040 P |
| Morris, Robert | S.M.M. | Music | 4770 LW | 5040 |
| Post, Charlotte | M.L.S. | Library | 4770 | 5040 E |
| Riehle, Harold F. | M.A. | Instr. Materials | --- | 5040 |
| Wilderman, Raymond | M.A. | Speech | --- | 5040 |
| Feltman, Irene | Ph.D. | Education | 4950 | 4950 * |
| Brown, Robert R. | Ph.D. | Counselor | 4590 | 4860 |
| Garretson, Homer | M.Mus. | Music | 2340 L | 4860 Pr LW |
| King, Voris | M.A. | Earth Science | 4680 | 4860 Pr |
| Seat, William R. | M.A. | English | 4590 a | 4860 P |
| Whitney, Reynolds | M.A. | Music | 2340 L | 4860 Pr |
| Allen, Paul | M.A. | Education | 4410 | 4680 |
| Davis, Sarah M. | M.L.S. | Library | 4410 | 4680 |
| Eismann, Ruth | M.A. | Library, McMurry | 4230 E | 4500 E |

L - On leave at half pay.

* - To be extended at the regular monthly rate for 12 months when employed for summer session; otherwise, 10 months at regular rate.

X - Employed for 9½ months at this monthly rate.

E - Eleven months contract.

a - Temporary

LW - On leave without pay

Pr - Recommended for promotion from instructor to assistant professor.

* - No increase justified and therefore not on step. Notice given that unless work improves, individual will be dismissed at end of year.

P - recommended for regular status.

PROCEEDINGS

Faculty Payrolls for 1955-1956 - Continued

Personal Services etc

| <u>Instructors</u> | <u>Academic Degree</u> | <u>Department</u> | <u>Salary 9 months 1954-1955</u> | <u>Salary 9 months 1955-1956</u> |
|----------------------|------------------------|------------------------|----------------------------------|----------------------------------|
| Sheriff, Marion | M.S. | Supervising Teacher | 4680 | 4860 |
| Strawn, Cecil | M.S. | Fine Arts | 4680 | 4860 |
| Weedman, Alda | M.Ed. | Supervising Teacher | 4680 | 4860 |
| Wehling, Helen | M.Sc. | Home Economics | 4680 R | 2430 L |
| Esmond, Robert | M.S. | Regional Services | 4500 | 4680 |
| LaBaw, Nye | M.S. | Physical Education | 4500 | 4680 |
| Nay, Geneva | M.A. | Business Education | 4500 | 4680 |
| Steil, Margaret | M.A. | Supervising Teacher | ---- | 4680 |
| Coulliette, Joan | M.A. | Music & Residence Hall | 4320 M | 4500 M |
| Dailey, Shirley | M.A. | Supervising Teacher | 4320 | 4500 |
| Langemo, Lillian | M.L.S. | Library | 4320 | 4500 |
| Malueg, Lenore | A.B.L.S. | Library | 4320 | 4500 |
| Wilson, Robert | M.A. | English | 4320 a | 4500 P |
| Olson, Mildred | M.S. | Physical Education | 4140 | 4320 |
| Piltz, Hans-Karl | M.M. | Music | 4140 a | 4320 a |
| O'Keefe, Joan | M.S. | Library | 3960 | 4140 |
| Acker, George | M.S. | Physical Education | ---- | 3960 % |
| Schwarzwalder, Nancy | M.S. | Residence Hall | 3690 M% | 3870 M% |
| Troescher, Carol | M.S. | Residence Hall | 3690 M% | 3870 M% |
| Hasemann, Elwood | M.S. in Educ. | Regional Services | 3600 | 3780 |

| | | | | |
|--|---------------|---------------|------------------|------------------|
| | | | <u>12 months</u> | <u>12 months</u> |
| Hammerman, Don | M.S. | Lorado Taft | 6000 | 6240 |
| Program Director, Lorado Taft Field Campus | | | | |
| Johnson, Bly | M.A. | Dean of Women | 4140 % | 5760 M |
| Assistant Dean of Women | | | | |
| Carpenter, Arthur | M.S. in Educ. | Lorado Taft | 4440 M | 4800 M |
| Resident Counselor | | | | |

R - Plus room - supervision of home management house
 L - On leave at half pay
 M - Plus maintenance

% - On 9½ months basis
 P - Recommended for regular status
 a - Temporary appointment

| <u>Faculty Assistants</u> | <u>Academic Degree</u> | <u>Department</u> | <u>Salary 1954-1955</u> | <u>Salary 1955-1956</u> |
|---------------------------|---|------------------------------------|-------------------------|-------------------------|
| Entwhistle, Maxine | B.S. | Recorder, Office of the registrar | 4800 Y | 5040 Y |
| Gillespie, Martha | — | Tabulating, IBM | 4800 Y | 5040 Y |
| Shand, Betty | R.N. | Head Nurse, Student Health Service | 4320 Y | 4560 Y |
| Taylor, Ruth | R.N. | Nurse, Student Health Service | 2850 % | 3040 % |
| Mooney, Anita | R.N. | Nurse, McMurry | 2520 * | 2700 * |
| To be supplied | | Extension | 1350 N | 1350 N |
| Replacement | Alumni and Publicity | | | 1350 N |
| Replacement | Education | | | 675 S |
| Replacement | Physical Education for Man | | | 675 S |
| Additional | Research | | | 1350 N |
| Additional | Earth Science | | | 675 S |
| Additional | English | | | 1350 N |
| Additional | Physical Education for Women | | | 1350 N |
| Additional | Library (replacing Instructional Materials) | | | 1350 N |
| Additional | Lorado Taft | | | 1350 N |
| Additional | Social Sciences | | | 675 S |

N - On 9 months basis, serving one-half time (\$150 per month) Y - Twelve months contract

S - On 9 months basis, serving one-quarter time (\$75 per month) % - On 9½ months basis

* - Salary for nine months contract.

TEACHERS COLLEGE BOARD

Faculty Payrolls for 1955-1956 - Continued

Personal Services

etc

Graduate Assistants

Permission to employ four (4) graduate assistants at a nine months' rate of \$1350 each.

Student Teaching - Off Campus - Nine Months

| | | | | |
|-----------------|------|---|------|------|
| Sullivan, S. B. | M.A. | High school supervisor part-time | 1800 | 1980 |
| Davis, William | M.A. | Part-time director, McMurry band & Orchs. | 495 | 545 |

We wish to present for approval the summer session payroll for 1955:

| Name | Title | June | New Rate | | Total |
|---------------------|---------------------|-------|----------|----------|---------|
| | | | July | August | |
| Acker, George % | Instructor | 440 | 440 | --- | 880 |
| Aikins, Harold E. | Professor | 690 | 720 | --- | 1410 |
| Aikins, Lucile | Fac. Assistant | 170@ | --- | --- | 170 |
| Allen, Paul M. | Ass't Professor | 490 | 520 | --- | 1010 |
| Anderson, Alma | Assoc. Professor | 640 | 660 | --- | 1300 |
| Anderson, W. C. % | Assoc. Professor | 580 | 600 | 300 | 1480 |
| Anglin, Eleanor | Professor | 620 | 330 T | 330 T | 1280 |
| Appell, Carl H. | Assoc. Professor | 640 | 660 | --- | 1300 |
| Arch, Marjorie | Home Econ. Workshop | 600 W | --- | --- | 600 |
| Baker, S. Orville | Professor | 620 | 660 | --- | 1280 |
| Bars, Rita | Grad. Assistant | 75@ | --- | --- | 75 |
| Beile, Esther D. | Fac. Assistant | 300 | 300 | --- | 600 |
| Bellis, Bertha M. | Professor | 750 | 780 | --- | 1530 |
| Benben, John S. | Assoc. Professor | 580 | 600 | --- | 1180 |
| Bieber, Frank | Grad. Assistant | 75@ | --- | --- | 75 |
| Bischof, Elizabeth | Instructor | 70@ | --- | --- | 70 |
| Bischof, Ledford J. | Assoc. Professor | 600 | 620 | --- | 1220 |
| Bower, John E. | Assoc. Professor | 580 | 600 | --- | 1180 |
| Bristow, Louise | Fac. Assistant | 400 | 400 | --- | 800 |
| Brown, Robert R. | Ass't Professor | 510 | 540 | --- | 1050 |
| Bullington, Robert | Professor | 630 | 660 | --- | 1290 |
| Burrell, Blanche | Assoc. Professor | 620 | 640 | --- | 1260 |
| Burtness, Paul | Ass't Professor | 550 | 580 | --- | 1130 |
| Burton, Betty Lou | Grad. Assistant | 150@ | --- | --- | 150 |
| Burton, Emily | Ass't Professor | 590 | 620 | --- | 1210 |
| Caldwell, Loren T. | Professor | 730 | 760 | 253.33 T | 1743.33 |
| Canon, Charles | Ass't Professor | --- | 420 W | --- | 420 |
| Carroll, Margaret | Assoc. Professor | 560 | 580 | --- | 1140 |
| Chapman, Lowell | Assoc. Professor | 620 | 640 | --- | 1260 |
| Clark, George | Assoc. Professor | 600 | 620 | --- | 1220 |
| Clemons, Janet | Instructor | 230 W | 450 W | --- | 680 |
| Coar, Birchard | Professor | 650 | 680 | --- | 1330 |
| Connor, J. Hal | Professor | 750 | 780 | --- | 1530 |
| Crawford, Paul | Professor | 710 | 740 | --- | 1450 |
| Dailey, Shirley | Instructor | 480 | 500 | --- | 980 |
| Davis, Sarah | Ass't Professor | 490 | 520 | --- | 1010 |
| Edel, Edward F. | Ass't Professor | 590 | 620 | --- | 1210 |
| Eismann, Ruth # | Ass't Professor | 470 | 500 | --- | 970 |
| Esmond, Robert | Instructor | 500 | 520 | --- | 1020 |
| Evans, George % | Assoc. Professor | 640 | 660 | 660 A | 1960 |

PROCEEDINGS

| <u>Name</u> | <u>Title</u> | <u>June</u> | <u>New Rate</u> | | <u>Total</u> |
|-----------------------|-----------------------|-------------|-----------------|---------------|--------------|
| | | | <u>July</u> | <u>August</u> | |
| | Director of Athletics | | | | |
| Feltman, Irene | Ass't Professor | 550 | 550 | --- | 1100 |
| Gabel, Otto J. | Professor | 810 | 840 | --- | 1650 |
| Garretson, Homer | Ass't Professor | 520 | 540 | --- | 1060 |
| Gould, Howard W. | Professor | 770 | 800 | --- | 1570 |
| Gradisek, Louis | Ass't Professor | 245@ | --- | --- | 245 |
| Grant, Eugene | Assoc. Professor | 600 | 620 | --- | 1220 |
| Greene, Gwynn | Ass't Professor | 530 | 560 | --- | 1090 |
| Gresens, Larry | Fac. Assistant | 340 | 340 | --- | 680 |
| Hall, Homer | Ass't Professor | 570 | 600 | --- | 1170 |
| Hanby, Bernadine # | Assoc. Professor | 640 | 660 | --- | 1300 |
| Hayter, Earl | Professor | 770 | 800 | --- | 1570 |
| Hasemann, Elwood | Instructor | 400 | --- | 420 | 820 |
| Haynes, Vivian | Instructor | 350 | 580 | --- | 930 |
| Healey, William | Assoc. Professor | 620 | 640 | --- | 1260 |
| Hellmich, Eugene | Professor | 810 | 840 | --- | 1650 |
| Hjertstedt, Elvira | Instructor | 400 | 400 | --- | 800 |
| Howell, Charles E. | Professor | 790 | 820 | --- | 1610 |
| Huebner, Dwayne E. | Ass't Professor | x 353.34 | 373.32x | --- | 726.66x |
| Huestis, Kathryn | Instructor | 230 W | 450 W | --- | 680 |
| Huey, J. Frances | Assoc. Professor | 580 | 600 | --- | 1180 |
| Jameson, Hugh | Professor | 770 | 800 | --- | 1570 |
| Janeway, Thomas | Ass't Professor | 570 | 600 | --- | 1170 |
| Johnson, Alice # | Ass't Professor | 530 | 560 | --- | 1090 |
| Johnson, Eino | Professor | 620 | 660 | --- | 1280 |
| Kahler, Robert % | Ass't Professor | 570 | 600 | 300 | 1470 |
| | Head Football Coach | | | | |
| Kent, Frederick | Assoc. Professor | 600 | 620 | --- | 1220 |
| King, Voris | Ass't Professor | 520 | 540 | 405 F | 1465 |
| Kohler, Roderick | Assoc. Professor | 580 | 600 | --- | 1180 |
| LeBaw, Nye L. | Instructor | 500 | 520 | 260% | 1280 |
| Langemo, Lillian | Instructor | 480 | 500 | --- | 980 |
| Lawrence, Richard | Ass't Professor | 570 | 600 | --- | 1170 |
| Leavitt, Howard | Assoc. Professor | 580 | 600 | --- | 1180 |
| Lerea, Louis | Ass't Professor | 550 | 580 | --- | 1130 |
| Levardsen, Norman | Ass't Professor | 550 | 580 | --- | 1130 |
| Lloyd, John W. | Professor | 730 | 760 | --- | 1490 |
| Lucke, Dorothy | Assoc. Professor | --- | 290 W | --- | 290 |
| McCoy, Mary | Ass't Professor | 550 | 580 | --- | 1130 |
| McCulloch, Mary | Instructor | 400 | 400 | --- | 800 |
| McGeoch, Dorothy | Professor | 650 | 680 | --- | 1330 |
| McKinzie, Ralph % | Ass't Professor | 285 | --- | --- | 285 |
| Martin, James J. | Assoc. Professor | 580 | 600 | --- | 1180 |
| Miller, Wilma | Assoc. Professor | 580 | 600 | --- | 1180 |
| Miner, Wallace | Assoc. Professor | 465 W | 480 W | --- | 945 |
| O'Connell, William V. | Professor | 790 | 820 | --- | 1610 |
| O'Connor, Marguerite | Assoc. Professor | 600 | 620 | --- | 1220 |
| O'Keefe, Joan | Instructor | 440 | 460 | --- | 900 |
| Oakland, Milo ** | Assoc. Professor | 640 | 660 | 660 | 1960 |
| Park, Esther # | Ass't Professor | 550 | 580 | --- | 1130 |
| Pineault, John | Assoc. Professor | 600 | 620 | --- | 1220 |
| Post, Charlotte # | Ass't Professor | 530 | 560 | --- | 1090 |
| Reinemann, Martin | Ass't Professor | W427.50 | 450 W | 450 W | 1327.50 |
| Rigney, Carl | Ass't Professor | 550 | 580 | --- | 1130 |
| Ringness, Thomas | Professor | 640 | 660 | --- | 1300 |
| Rohde, Charles | Ass't Professor | 570 | 600 | --- | 1170 |
| Rolf, Frederick | Professor | 710 | 740 | --- | 1450 |
| Roos, Donald | Ass't Professor | 550 | 580 | --- | 1130 |
| Roth, Bernice | Ass't Professor | 550 | 580 | --- | 1130 |

TEACHERS COLLEGE BOARD

| Name | Title | June | New Rate | | Total |
|------------------------------------|------------------|---------|----------|----------|---------|
| | | | July | August | |
| Schreiber, Robert E. | Ass't Professor | 550 | 580 | — | 1130 |
| Schwarzwalder, Nancy % | Instructor | (205M) | — | — | (205M) |
| Secrest, Lawrence ** | Ass't Professor | 610 | 640 | 640 | 1890 |
| Sheriff, Don | Grad. Assistant | @ 37.50 | — | — | 37.50 |
| Sheriff, Marion | Instructor | 520 | 540 | — | 1060 |
| Sicklebower, Russell | Ass't Professor | 570 | 600 | — | 1170 |
| Singer, Arthur | Ass't Professor | 570 | 600 | — | 1170 |
| Sohne, John | Ass't Professor | 285 | — | — | 285 |
| Stelford, Norma | Ass't Professor | 570 | 600 | — | 1170 |
| Stevens, George | Ass't Professor | 570 | 600 | — | 1170 |
| Street, W. Paul | Professor | — | 675 | 675 | 1350 |
| Taylor, Ruth % | Fac. Assistant | 300 | 320 | 160 | 780 |
| Terwilliger, George | Professor | 730 | 760 | 253.33 T | 1743.33 |
| Thistlethwaite, Robert | Professor | 650 | 680 | — | 1330 |
| Thomas, Alan | Instructor | 440 | 440 | — | 880 |
| Trager, Lela | Ass't Professor | 570 | 600 | — | 1170 |
| Troescher, Carol % | Instructor | (410M) | 430 M | 215 M | 1055 |
| Twombly, John | Ass't Professor | 570 | 600 | — | 1170 |
| Uhland, Maude | Professor | 710 | 740 | — | 1450 |
| Volberding, Eleanor | Professor | 670 | 700 | — | 1370 |
| Walker, Katherine # | Ass't Professor | 570 | 600 | — | 1170 |
| Weaver, Peggy J. | Fac. Assistant | 300 M | 300 M | — | 600 M |
| Weed, Frederic | Assoc. Professor | 600 | 620 | — | 1220 |
| Weedman, Alda | Instructor | 520 | 540 | — | 1060 |
| Whitney, Reynolds | Ass't Professor | 520 | 540 | — | 1060 |
| Widerberg, Willard | Instructor | 400 | 400 | — | 800 |
| Wiggert, Elsie | Ass't Professor | 570 | 600 | — | 1170 |
| Wilderman, Raymond | Ass't Professor | 560 | 560 | — | 1120 |
| Williams, Esther | Professor | 730 | — | — | 730 |
| Wilson, D. Kenneth | Assoc. Professor | 600 | 620 | — | 1220 |
| Yauch, Wilbur A. | Professor | 750 | 780 | — | 1530 |
| Teacher for Elgin Workshop | | 360 W | 600 W | — | 960 |
| Teacher for Mathematics Department | | 600 | 600 | — | 1200 |
| Nurse to replace Miss Betty Shand | | 300 | 300 | — | 600 |

Key to Summer Session Payroll

- % — On 9½ month basis during regular school year
- @ — Completion of contract for regular school year
- T — Lorado Taft Field Campus assignment
- W — Workshop contract — salary set in accordance with allocation of time
- # — On 11 month basis during regular school year
- A — Twelve-month contract beginning July 1
- F — For field trip and to be paid if field trip materializes
- ** — To be extended at the regular monthly rate for 12 months when employed for the summer session.
- M — Plus maintenance
- x — Teaching 2/3 time
- () — Salary paid from Bond Revenue amount

III. OTHER SCHOOL EMPLOYEES

New Positions - Previously approved by the Board

Nancy Schulenburg, Dietitian, Food Services, @ \$325 per month as of February 14

Leo Francis Lanenbahn, Janitor, Gilbert Hall, @ \$225 per month as of March 1

PROCEEDINGS

Replacements

- Marvin William Howe, Groundsman, Lorado Taft (temporary) @ \$225 per month as of January 1 for one-half month only
- Ronald Leon Russell, Groundsman, Lorado Taft (temporary) @ \$225 per month as of January 1 for one-half month only
- James Earnest Breeden, Janitor - Library @ \$225 per month as of January 6 to replace Harold Vatne, resigned November 30
- Mary Ann Knipp, Clerk-Stenographer I, registrar's office, @ \$185 per month as of January 17 to replace Mary D. Anderson, clerk-stenographer II, resigned February 28
- Violette Mae Simmons, Janitress (temporary) @ \$170 per month as of January 26 to replace Lilly Skaar on disability leave as of February 13
- William Floyd Gates, Motor Vehicle Operator & Repairman, @ \$275 per month as of February 1 to replace Harold Lindus, resigned as of January 31
- Howard Burton Clark, Janitor (temporary) @ \$225 per month as of February 1 to replace Art Friestead, on sick leave as of February 1
- Margaret Lee Niccum (temporary) Clerk-Stenographer I, Placement, @ \$225 per month as of February 1 to replace Elizabeth Gustin, resigned as of January 31
- Jenlyn Jean Ludeking (temporary) Clerk-Typist II, Health Clinic, @ \$175 per month as of February 2 to replace Carol Moyer on leave as of February 12
- James Wallace Mitchell (temporary) Kitchen Laborer, Tea Room, @ \$200 per month as of February 2 to replace John L. Foitag, resigned August 19
- Frank George Simmons, Janitor, Library @ \$225 per month as of February 22 to replace James E. Breeden, resigned February 12
- Harold Ross Moriarty, Food Production Manager, Tea Room @ \$350 per month as of February 23 to replace John Mulder, resigned February 28
- Minnie Lavine Johnson, Switchboard Operator, @ \$175 per month as of February 25 to replace Doris Switzer, resigned February 19
- Howard Clark, Stationary Fireman Helper, @ \$295 per month, as of March 1 to replace Wendell Crofoot, Stationary Fireman, resigned March 10
- Deede Lorraine Aldrich Gerloff, Staff Nurse, Lorado Taft (temporary) @ \$225 per month as of March 1
- Lloyd Ziegler Martin, Janitor, Physical Plant, @ \$225 per month (temporary) as of March 1 to replace Fidele Morales Compuzano, resigned as of January 31
- Delow M. Reed, Maintenance Worker, Lorado Taft (temporary) @ \$225 per month as of March 1
- Gladys Elizabeth Thistlethwaite (temporary) Clerk-Stenographer II, Graduate School, @ \$225 per month as of March 1 for one-half month only
- Leota A. Reed, Clerk II, @ \$200 per month as of March 21 to replace Charlotte Bross, resigned as of March 31

TEACHERS COLLEGE BOARD

Change of Status

John Cornelius Muler, Food Production Manager, from \$ 350 to \$ 375 per month
Dora C. Anderson from Clerk-Stenographer II to Clerk-Stenographer III as of January 11 with no change in salary
Genieva J. Christensen, Dining Room Cashier, Cafeteria, from \$ 175 to \$ 180 per month as of February 1
Raleigh W. Larson, Grounds Gardener, from \$ 300 to \$ 305 per month as of February 1
Marian H. O'Donnel, Salad Maker, from \$ 180 to \$ 185 per month as of February 1
Jean Riippi from Clerk-Stenographer II to Clerk-Typist III as of February 1
Nancy Schulenburg, change in title from Dietitian to Assistant Food Production Manager, retroactive to February 14

Change of Name

Mary Elizabeth Mills to Mary Elizabeth O'Brien as of January 1
Robert Stanton to Robert Hall Streeter as of March 1

Leave of Absence

Carol Louise Moyer on leave from February 12 to July 18

Disability Leave

Lillie M. Skaar, Janitress, on disability leave as of February 12

Resignations

James E. Breeden, Janitor, resigned January 31
Fidele M. Compuzano, Janitor, resigned as of January 31
Elizabeth Gustin, Clerk-Stenographer I, resigned as of January 31
Harold Lindus, Driver-Automotive Mechanic, resigned as of January 31
James W. McKenzie, Groundsman, resigned as of January 31
Doris Switzer, Switchboard Operator, resigned as of February 19
Mary D. Anderson, Clerk-Stenographer II, resigned as of February 28
Charles E. Marshall, Maintenance Equipment Operator, resigned as of February 28
John C. Mulder, Food Production Manager, resigned as of February 28
Alice E. Panttila, Clerk-Stenographer II, resigned as of February 28
Wendell Crofoot, Stationary Fireman, resigned as of March 10
Charlotte Bross, Clerk II, resigned as of March 31

New Position - Not Yet Approved by the Board

George Harding, Utilities Maintenance Repairman at a salary of \$4800 per year to be paid from Auxiliary Enterprises. For several years the maintenance work on refrigeration and air-conditioning and similar equipment has been handled on a contract basis. With the large amount of equipment now in use, it seems advisable to place a full-time employee in charge of this equipment.

PROCEEDINGS

IX. MISCELLANEOUS

A Film about Northern

Larribob Productions, Inc., a St. Louis organization, came to the campus and filmed student life at no cost to the college. The company needed a film strip to show to a large number of colleges and universities which were interested in having films made of their own campuses and not having one to show as an example, they offered to make one of Northern and then present the film to the college. This was arranged through the Division of Regional Services and the film has been used many times for alumni chapters, for the faculty, and for student groups.

Library Passes Mark

The Swen Parson Library has passed the 100,000 mark in the number of volumes now contained on its shelves. This does not include periodicals, newspapers, and magazines. Both the first and the 100,000th volume were on display in the library.

Coach Belongs to Northern!

The highly successful basketball team at West Rockford, champion of this year's "Little 16" is a Northern graduate. He is Alex Saudergas.

Joint Research With Ball State, Muncie, Indiana

Northern has entered into a cooperative arrangement with Ball State Teachers College to carry out joint research involving a careful study of the block system of instruction in the professional education courses as well as an analysis of the socio-economic backgrounds of the student bodies of the two colleges. This is designed to run over a period of two or three years and is being financed in part by funds of the Horace Mann Lincoln Institute of Columbia University.

X. SUMMARY. Approval is requested on the following:

1. Retirement for Miss Alma Anderson and Mr. Homer Hall as indicated.
2. Acceptance of the resignations of the faculty members as listed.
3. Approval of leave of absence without salary for Miss Clara Sperling and Miss Betty Shand as indicated.
4. Appointment of the replacements for the summer session only, as indicated.
5. Appointment of Mrs. Marjorie Arch and Miss Peggy Weaver as indicated.
6. Appointment of summer session staff still to be employed as listed.
7. Leave of absence without salary for 1955-1956 for Mr. Homer Garretson as indicated and approval to place Mr. Garretson

TEACHERS COLLEGE BOARD

on the payroll for the summer session, 1955.

8. Leave of absence at half salary for staff members as indicated.
9. Appointment of Mr. Hans-Karl Piltzas indicated.
10. Appointment (replacements) of Dr. Robert N. Broadus, Mr. Kenneth Cleland, Mr. Harold F. Riehle, Miss Margaret N. Steil, and Mr. Raymond Wilderman as indicated.
11. Appointment of Mr. Frank Blanning and Mr. Gwynn Greene for 1955-1956
12. Change of status for faculty members as listed.
13. Change in assignment for faculty members as listed.
14. Permission to employ faculty and staff as listed.
15. Approval of faculty and administrative salaries for 1955-1956 as listed.
16. Approval of the summer session payroll as listed.
17. Approval of new positions for non-academic staff as listed.
18. Approval of appointments (replacements) for non-academic staff as listed.
19. Change of status for non-academic staff as listed.
20. Leave of absence for Miss Carol Moyer as listed.
21. Disability leave for Miss Lillie Skaar as indicated.
22. Acceptance of resignations of non-academic employees as listed.
23. Approval of appointment of Mr. George Harding in a new position, non-academic staff as indicated.

REPORT OF NORTHERN ILLINOIS STATE TEACHERS COLLEGE May 17, 1955

FACULTY

1. Resignations

Mr. George Acker, instructor, Department of Physical Education for Men, summer appointment only, in order to work in a boys' camp. Mr. Acker will be on campus in September.

Mrs. Esther Beile, faculty assistant, summer session, in order to maintain her home duties.

Miss Joan Coulliette, instructor, Department of Music, to return to her home in Tennessee in order to be married, effective at the

PROCEEDINGS

close of the spring semester.

Mr. Robert Morris, assistant professor, Department of Music, on leave of absence for the past two years without salary, in order to accept a position at the Woman's College of North Carolina effective immediately.

Miss Joan O'Keefe, instructor, music librarian, for the summer session, in order to travel in Europe. Miss O'Keefe will be on campus in September.

Mr. Hans-Karl Piltz, instructor, Department of Music, employed on a temporary basis, in order to accept a position elsewhere on a permanent basis. Mr. Piltz, was replacing Mr. Homer Garretson, on leave of absence.

Mr. John Sohne, assistant professor, Department of Physical Education for Men, to accept a position in industry which is more favorable to him financially.

2. Replacements - summer session, only (previously approved by the Board)

Miss Virginia Anderson, faculty assistant, replacing Mrs. Esther Beile, at a salary of \$300 for the summer session. Miss Anderson will do work in the office of the president.

Dr. Caroline Dobson, associate professor, graduate center at Elgin at a salary of \$960 for eight weeks. Dr. Dobson is professor of elementary education at the University of Utah and has her doctorate from Stanford University. She has taught in the elementary schools of Salt Lake City and in the University of Utah Laboratory School. Her salary will be listed as \$360 for June and \$600 for July.

Dr. Clarence Heinke, associate professor, Department of Mathematics, at a salary of \$1200 for eight weeks, payable in installments of \$600 in June and \$600 in July. Dr. Heinke is professor of mathematics at Capital University, Columbus, Ohio and holds his doctorate from the University of Ohio.

Mr. William McCabe, instructor, Department of Physical Education for Men, replacing Mr. John Sohne, at a salary of \$1060 (\$520 for June and \$540 for July). Mr. McCabe was employed on a temporary basis during the year 1954-55, replacing Mr. Jerome Winn, on leave of absence, and will remain for the summer session, 1955.

3. Addition to Summer Session Staff, Not Yet Approved by the Board

Miss Doris Lundstrom, instructor, elementary student teaching program at a salary of \$800 for the eight weeks of which Northern pays \$400 and the remainder is paid from rehabilitation funds. Miss Lundstrom is a teacher in the DeKalb City schools where she has taught for 34 years. She has her bachelor's degree from Northern and her master's degree from Northwestern University. The number of requests for student teaching for the

TEACHERS COLLEGE BOARD

summer session have far exceeded facilities and an addition to the staff is necessary to care for the overload.

4. Replacements, Regular Year, 1955-1956 - previously approved by the Board

Miss Kathryn Huestis, instructor, McMurry Laboratory School, replacing Mrs. Magdalene Singer who was employed on a temporary basis, at a salary of \$4680 for nine months beginning in September. Miss Huestis earned her bachelor's and master's degrees at Northern and has taught in several summer sessions, including the coming session, 1955. She has had successful teaching experience in the schools of Cortland, Aurora, Illinois and comes to Northern from a position in the Crystal Lake, Illinois schools.

Mr. Stuart Johnson, instructor, McMurry Laboratory School, replacing Mr. Jess Beard on leave of absence, on a temporary basis at a salary of \$4680 for nine months beginning in September. Mr. Johnson earned his bachelor's degree at Aurora College and his master's degree at Northern Illinois State Teachers College. He has had successful teaching experience in the schools of Lisle and North Aurora, Illinois, and comes to Northern from a position at the West Junior High School, Aurora.

Mr. Edward Whitmore, assistant professor, Department of Mathematics, replacing Dr. Eugene Hellmich who will be on leave of absence. Mr. Whitmore earned his bachelor's and master's degrees from Ohio State University, has had successful teaching experience in the schools of Ottawa, Illinois, at the University of Pennsylvania, Notre Dame University, and Illinois State Normal University. This is a temporary position, beginning in September, at a salary of \$5040 for nine months.

Mr. Richard A. Worthington, assistant professor, Department of Music, replacing Mr. Wilbur Smith on leave of absence, at a salary of \$4860 for nine months beginning in September. Mr. Worthington earned his bachelor's and master's degrees at the University of Michigan and is working on his doctorate at the University of Illinois. Mr. Worthington has had successful teaching experience in the schools of Indiana (Westville, Hobart, and Union Mills) at Belding, Michigan, and comes to Northern from a position at Vandercook School of Music, Chicago.

5. New Positions, Previously Approved by the Board

Miss Anne Greene, assistant professor, Department of English, at a salary of \$5220 beginning in September. Miss Greene earned her bachelor's degree at Birmingham Southern College, her master's degree at the University of Chicago, and is working on her doctorate at the University of Wisconsin. She has had successful teaching experience at the Birmingham high school and at Eureka College, Eureka, Illinois.

Mr. Kenneth H. Harmet, instructor, Department of Biological Science, at a salary of \$4680 beginning in September. Mr. Harmet

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earned his bachelor's degree at Coe College, Cedar Rapids, Iowa and his master's degree at Northwestern University. He has taught in the Geneva and Rockford, Illinois schools.

OTHER SCHOOL EMPLOYEES

Laundry Worker

We should like permission to employ a laundry worker to operate the laundry, beginning about August 15, 1955. With the installation of the new water mains at Northern, it becomes possible to reactivate the laundry equipment in Williston Hall.

According to Civil Service, the salary of this employee is in the negotiated range and it is our estimate that it will fall in the \$225-275 range. This salary would be paid from Bond Revenue.

At this time we are requesting permission to employ only one laundry worker but it is possible we will need a second. We would like to hold the final decision concerning a second employee until we have the laundry in operation and an opportunity to study the situation.

NON ACADEMIC EMPLOYEES

We wish to present for approval the payrolls for the non-academic staff (1955-56), in accordance with recommendation of the Teachers College Board.

| <u>Classification & Name</u> | <u>Range</u> | <u>Salary 1954-1955</u> | | <u>Salary 1955-1956</u> | |
|----------------------------------|--------------------------|-------------------------|---------------|-------------------------|---------------|
| | | <u>Mo.</u> | <u>Annual</u> | <u>Mo.</u> | <u>Annual</u> |
| <u>Supt. Bldg. Maint</u> | 375-525 | | | | |
| Johnson, Arthur F. | | 455 | 5460 | 455 | 5460 |
| <u>Custodial Supervisor</u> | 285-400 | | | | |
| Blake, Harold | | 400 | 4800 | 400 | 4800 |
| <u>Operations Engineer</u> | 400-575 | | | | |
| Lorusso, Anthony F. | Grounds | 500 | 6000 | 520 | 6240 * |
| <u>Sr. Purchasing Asst.</u> | 400-575 | | | | |
| Niccum, Tony Eugene | Business | 425 | 5100 | 455 | 5460 * |
| <u>Asst. Business Mgr.</u> | 300-450 | | | | |
| New Position | Business | | | 450 | 5400 |
| <u>Sr. Accountant</u> | 375-525 | | | | |
| Hayden, Everett | Business | 390 | 4680 | 420 | 5040 * |
| <u>Inventory Supervisor</u> | 250-350 | | | | |
| Kenny, Ray | (Pd by T.C.B. to 7-1-55) | 275 | 3300) | 285 | 3420 |
| <u>Registrar's Asst.</u> | 225-325 | | | | |
| Renner, E. Blanche | Registrar's | 300 | 3600 | 310 | 3720 |
| <u>Secretary (Level 1)</u> | 285-400 | | | | |
| Herrick, Kathryn | Student Teach. | 265 | 3180 | 285 | 3420 * |
| Mullis, Ferne B. | Business | 310 | 3720 | 340 | 4080 * |
| <u>Chief Clerk, Level 1</u> | 285-400 | | | | |
| Vacant Position | Business | | | 285 | 3420 |
| <u>Clerk-Stenographer III</u> | 225-325 | | | | |
| Densborn, Ruth J. | Regional Serv. | 255 | 3060 | 275 | 3300 * |
| List, Joyce | Registrar's | 270 | 3240 | 290 | 3480 * |
| McConn, Dorothy | Graduate | 235 | 2820 | 255 | 3060 * |
| Anderson, Dora | Test & Measure | 280 | 3360 | 300 | 3600 * |
| <u>Clerk-Typist III</u> | 225-300 | | | | |
| Riippi, Norma | Extension | 215 | 2580 | 235 | 2820 |
| (At present under range) | | | | | |

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| Classification & Name | Range | Salary 1954-1955 | | Salary 1955-1956 | |
|---------------------------------|-------------------------|------------------|--------|------------------|--------|
| | | Mo. | Annual | Mo. | Annual |
| <u>Clerk-Stenographer II</u> | 200-300 | | | | |
| Baxter, Mae Eileen | Reg. Services | 234 | 2808 | 244 | 2928 |
| Bedick, Dorothy | Placement | 250 | 3000 | 260 | 3120 |
| Breen, Dorothy | Dean of Ins. | 250 | 3000 | 270 | 3240 * |
| Vacant Position (Pres.) | Adm. Asst. | 235 | 2820 | 225 | 2700 |
| Darm, Edith Allen | Registrar's | 215 | 2580 | 225 | 2700 |
| Dykhuisen, Alberta Ann | Admissions | 215 | 2580 | 225 | 2700 |
| Erikson, Katherine | Dean of Women | 255 | 3060 | 265 | 3180 |
| Furrow, Jean T. | Dean of Women | 230 | 2760 | 240 | 2880 |
| Gommel, Dorothy | Health Service | 260 | 3120 | 280 | 3360 * |
| Johnson, Marjorie Ann | Dean of Men | 247 | 2964 | 257 | 3084 |
| Larson, Eleanor J. | Business | 220 | 2640 | 240 | 2880 * |
| Munch, Marilyn | Dean of Students | 276 | 3312 | | |
| Replacement | | | | 225 | 2700 |
| Newhall, Eleanor J. | Regional Serv. | 215 | 2580 | 225 | 2700 |
| Wolber, Betty Lou | Men's P.E. | 225 | 2700 | 235 | 2820 |
| Mullis, Nancy | Regional Serv. | 215 | 2580 | 225 | 2700 |
| 3 New Positions | Business | | | | |
| | Grounds | | | 215 | 7740 |
| | Education | | | | |
| <u>Clerk-Stenographer I</u> | 170-250 | | | | |
| Barnum, Carolyn E. | Gen. Adm. | 185 | 2220 | 195 | 2340 |
| Duffey, Lorna Lee | McMurry | 195 | 2340 | 205 | 2460 |
| Finnestad, Donna M. | Admissions | 185 | 2220 | 195 | 2340 |
| Knipp, Mary Ann | Registrar's | 185 | 2220 | 195 | 2340 |
| Kurz, Ina | Genl. Adm. | 215 | 2580 | 225 | 2700 |
| Maurer, Genevieve M. | Industrial Arts | 240 | 2880 | 250 | 3000 |
| O'Brien, Mary | Registrar's | 185 | 2220 | 195 | 2340 |
| Tippetts, Kathryn A. | Admissions | 185 | 2220 | 195 | 2340 |
| Vacant Position | Lorado-Taft | 185 | 2220 | 185 | 2220 |
| Niccum, Margaret | T Placement | 225 | 2700 | | |
| Replacement | | | | 185 | 2220 |
| New Position | Women's P.E. | | | 185 | 2220 |
| <u>Clerk-Typist II</u> | 185-275 | | | | |
| Adams, Loretta | Placement | 200 | 2400 | 210 | 2520 |
| Cook, Helen | Business | 200 | 2400 | 220 | 2640 * |
| Millard, Jeanine F. | Business | 200 | 2400 | 210 | 2520 |
| Moyer, Carol L. | Health Service | 205 | 2460 | 215 | 2580 |
| Simpson, Virginia E. | Registrar's | 200 | 2400 | 210 | 2520 |
| Wagley, Mary Lu | Library | 210 | 2520 | 230 | 2760 * |
| Swanhild Staurland | Business | 210 | 2400 | 200 | 2400 |
| New Position | Statistical Service | | | 200 | 2400 |
| <u>Clerk-Typist I</u> | 160-240 | | | | |
| Pavelich, Kathryn Ann | Dean of Men | 200 | 2400 | 210 | 2520 |
| Hammerman, Betty Jane | Lorado Taft (part-time) | | 658 | | 800 |
| Jensen, LaVonne G. | Williston Hall | 200 | 2400 | 210 | 2520 |
| Meier, Mary L. | Adams Hall | 200 | 2400 | 210 | 2520 |
| <u>Library Clerk III</u> | 200-300 | | | | |
| Stough, Ruth Arelene | Library | 200 | 2400 | 210 | 2520 |
| <u>Clerk III</u> | 185-275 | | | | |
| Harris, Margaret | Genl. Adm. | 242 | 2904 | 252 | 3024 |
| <u>Clerk II</u> | 160-240 | | | | |
| Reed, Leota Arlene | Business | 200 | 2400 | 210 | 2520 |
| Evans, Beatrice K. | Gilbert Hall | 195 | 2340 | 205 | 2460 |
| <u>Jr. Purchasing Asst.</u> | 250-350 | | | | |
| O'Neil, Loretta M. | Business | 263 | 3165 | 280 | 3360 * |
| <u>Bookkeeping Mch. Opr. II</u> | 200-300 | | | | |
| Owen, Inez T. | Business | 234 | 2808 | 244 | 2928 |

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| Classification & Name | Range | Salary 1954-1955 | | Salary 1955-1956 | |
|--------------------------------|-------------------|------------------|--------|------------------|--------|
| | | Mo. | Annual | Mo. | Annual |
| <u>Tabulating Mach. Opr. I</u> | 185-275 | | | | |
| Buchan, Ann A. | Statistical | 240 | 2880 | 260 | 3120 * |
| Walt, Norma J. | Statistical | 250 | 3000 | 260 | 3120 |
| <u>Dup. Machine Opr. III</u> | 225-325 | | | | |
| Buchan, Betty Lou | Dup. Service | 235 | 2820 | 245 | 2940 |
| <u>Dup. Machine Opr. I</u> | 150-225 | | | | |
| Vacant | Dup. Service | | | 175 | 2100 |
| <u>Switchboard Operator</u> | 150-225 | | | | |
| Johnson, Minnie | General Adm. | 175 | 2100 | 185 | 2220 |
| <u>Mgr. Aux. Enterprises</u> | 415-555 | | | | |
| Fairbrook, Paul | Aux. Enterprises | 425 | 5100 | 450 | 5400 * |
| <u>Food Service Mgr.</u> | 426-600 | | | | |
| Lundberg, James C. | Cafeteria | 478 | 5736 | 478 | 5736 |
| <u>Food Production Mgr.</u> | 325-525 | | | | |
| George Noble | Gilbert Hall | 460 | 5520 | 478 | 5736 * |
| Morarity, Howard | Student Union | 350 | 4200 | 350 | 4200 |
| <u>Asst. Food Pro. Mgr.</u> | 285-400 | | | | |
| Schulenburg, Nancy | Adams & Williston | 325 | 3900 | 325 | 3900 |

We are requesting merit increases, due to added responsibilities and superior work, for eighteen (18) of the 71 non-union classified employees.

At the present time there is a movement to organize our clerical workers on the Northern Campus. In the event these employees should elect to become affiliated with a union and through the union negotiations should enjoy an increase in salary equal to or exceeding that recommended in this report, we wish to reserve the right to reconsider our recommendation for merit increases. Also, should the union employees, when final negotiations have been completed, receive a higher percentage increase than our nonunion employees we feel the salaries of the nonunion employees should be reconsidered and adjusted accordingly.

THE GRADUATE SCHOOL

We should like permission to add the following faculty members to the list of instructors in the Graduate School.

Dr. Caroline Dobson - Ph.D. from Stanford University - summer session employment only

Dr. Clarence Heinke - Ph.D. from University of Ohio - summer session employment only

MISCELLANEOUS

1. Naming of Road Leading to College

Mr. Chauncey Watson, resident Board Member, has offered an award to the student or students who suggest the best name (to be selected by a faculty-alumni committee) for the road leading from Lincoln Highway to the campus and ending at College Avenue.

Following publicity in the college newspaper, a number of names were submitted and the committee composed of Mrs. Gladys Robinson, alumni president, Mayor Clayton Pooler, and Mrs. Marguerite

TEACHERS COLLEGE BOARD

O'Connor, faculty representative, selected CASTLE ROAD, a name submitted by Miss Harriette Woolf and Miss Maurine Florio of Adams Hall.

2. We should like permission to make the purchases listed below, according to the lowest bidder in each case.

Neptune Hall

We have received bids on two three-sectional davenportes as follows:

| | |
|-----------------------------------|----------|
| Mandel Brothers, Chicago | \$274.32 |
| Karoll's, Inc., Chicago | 277.90 |
| Gilbert A. Force Company, Chicago | 286.40 |
| Chesterfield Furniture, Chicago | 286.70 |
| Rochelle's, Inc., Chicago | 304.80 |
| Hazkell's, Sterling | 325.70 |
| Skorberg's Furniture, DeKalb | 335.00 |

We should like to request permission to purchase two three-sectional davenportes from Mandel Brothers, Chicago, low bidder at a total cost of \$274.32.

Neptune Hall

We have received samples of 21 mattress covers and 8 mattress pads. From these samples we have selected what seem to be the most desirable items, quality and price considered. We have quotations as follows on comparable items:

| | <u>Pads</u> | <u>Covers</u> |
|---------------------------|-------------|---------------|
| Karoll's, Chicago | \$1.72 | \$2.17 |
| Gilbert A. Force, Chicago | 1.90 | 2.17 |
| Boston Store, DeKalb | 1.95 | 2.35 |
| Rochelle's, Inc., Chicago | 2.10 | 2.90 |

We should like to request permission to purchase from Karoll's, Inc., Chicago, low bidder, 384 each of the mattress pads and covers, total, \$1,493.76. We are requesting ten more than the number of beds because this allows for purchasing of an even number and it is desirable to have a few extras for replacements.

Neptune Hall

On January 19, 1955, upon approval of the Teachers College Board, we placed an order with Rochelle's, Inc., for dormitory furniture in the amount of \$75,334.82. Subsequently, we discovered it would be necessary to purchase one step to be attached to each bed, included in that order, to enable the student to climb into the upper bunk without a ladder. Inasmuch as it was impossible to secure board approval for this purchase in time for these steps to be included with the original order, thus saving extra transportation charges, we proceeded to order 185 steps @ \$1.25 each, a total of \$233.75. We should like to ask for approval for this action.

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Neptune Hall, Gilbert Hall, Adams Hall

We should like permission to order 300 additional mattress pads and 300 additional mattress covers for the additional beds in these three residences at a total cost of \$1,167.00. This amount is to be pro-rated and paid as follows:

Adams Hall

80 beds -- to be paid from Operation & Maint. Fund. . \$311.20

Gilbert Hall

110 beds -- to be paid from Operation & Maint. Fund. . 427.90

Neptune Hall

110 beds -- to be paid from Operation & Maint. Fund. . 427.90

SUMMARY. Action is requested on the following:

1. Acceptance of the resignations of the following faculty members: Mr. George Acker for the summer, Mrs. Esther Beile for the summer, Miss Joan Coulliette for the regular year, Mr. Robert Morris for the regular year, Miss Joan O'Keefe for the summer, Mr. Hans-Karl Piltz for the regular year, and Mr. John Sohne for the regular year.
2. Approval of the appointments of Miss Virginia Anderson, Dr. Caroline Dobson, Dr. Clarence Heinke, and Mr. William McCabe for the summer session as indicated.
3. Appointment of Miss Doris Lundstrom as indicated.
4. Appointment of Miss Kathryn Huestis, Mr. Stuart Johnson, Mr. Edward Whitmore, and Mr. Richard Worthington as indicated.
5. Appointment of Miss Anne Greene and Mr. Kenneth Harmet as indicated.
6. Approval to employ a laundry worker as indicated.
7. Approval of the non-academic payroll as listed.
8. Permission to add Dr. Caroline Dobson and Dr. Clarence Heinke to the graduate instruction list.
9. Approval of naming of road leading to the campus as described.
10. Permission to purchase from the low bidder in each case as itemized, the following items: 2 3-sectional davenports, 384 mattress pads and covers, 300 additional mattress pads and 300 additional mattress covers as described, and approval for the purchase of 185 steps as described.

Respectfully submitted,

Leslie A. Holmes, President

TEACHERS COLLEGE BOARD

MINUTES OF MEETING OF THE TEACHERS COLLEGE BOARD Chicago, Illinois April 18, 1955

The regularly scheduled meeting of the Teachers College Board and the college Presidents convened on Monday, April 18, 1955, at 9:00 A.M., in the LaSalle Hotel, Chicago, Illinois, and following recess for luncheon, the Board reconvened at 1:30 P.M. in the State of Illinois Building, Chicago, Illinois. Lewis M. Walker, Chairman of the Board, presided.

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

Mr. Lewis M. Walker, Chairman
Mr. R. A. Stipes, Jr., Vic-Chairman
Mr. Alexander Summers, Secretary
Mr. Carl Dunbar
Mr. Morton H. Hollingsworth
Mr. J. A. Houle, Jr.
Dr. Vernon L. Nickell
Mr. Clarence Ropp
Mr. Chauncey B. Watson, Sr.

The following members were absent:

Mrs. Harriet Lowden Madlener

Dr. William C. Reavis

Also present were the following:

Dr. Robert G. Buzzard, President
Mr. Raymond R. Gregg, Business Manager
Eastern Illinois State College

Dr. Arthur H. Larsen, Acting President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University

Dr. F. A. Beu, President
Western Illinois State College

Dr. Leslie A. Holmes, President
Mr. Z. H. Dorland, Director of Business Services
Northern Illinois State Teachers College

Dr. Richard G. Browne, Executive Officer
Mr. Arthur Samore, Supervising Accountant
Mr. Richard F. Dunn, Legal Counsel
Teachers College Board - General Office

The first meeting of business before the Board was the approval of the minutes of the meeting of March 21, 1955. There being no corrections to said minutes, Dr. Nickell moved that the minutes of

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the meeting on March 21, 1955 be approved as submitted. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

REPORTS OF OFFICERS OF THE BOARD

Chairman Walker remarked that the Board had received a thank-you card from the Charles Jenkins family for the Board's expression of sympathy at the time of Representative Jenkins' death.

Chairman Walker next remarked that Mr. Ted Swartz, one of the Board's fiscal agents, had passed away and that the Teachers College Board had sent flowers. Chairman Walker stated that Mr. Stipes had received a letter from Mrs. Swartz thanking the Board for their interest at the time of her bereavement. Chairman Walker further stated that "the Board is going to miss Ted Swartz as he was quite directly interested in this group."

Chairman Walker spoke on Dr. Browne's decision to continue as Executive Officer of the Board, saying that Dr. Browne has severed his connections with Illinois State Normal University and is now becoming a permanent employee of the Board. Dr. Nickell stated that all of the groups and organizations who have to make contact through Dr. Browne in connection with the Teachers College Board have the same feeling as the Board itself of the splendid work and devotion Dr. Browne gives to all matters concerning the Board.

Dr. Browne stated he was very deeply grateful of the confidence shown in him by the Board.

Dr. Browne presented his Report No. 34 as Executive Officer and Educational Coordinator which consisted of three parts; namely, Part I. Budget Recommendations for 69th Biennium; Part II. Legislation (Status as of April 12); and Part III. Staff of Board Office.

Concerning Part I. of his report, Dr. Browne stated that Committee hearings by the General Assembly will be held soon. He suggested that at least two Board members, as well as all of the Presidents, should be present at these hearings and asked Chairman Walker to appoint the Board members who should attend these Committee hearings. Chairman Walker appointed Mr. Stipes and Mr. Dunbar to attend all meetings; in addition, Mr. Summers to attend all hearings regarding capital improvements; and Mr. Watson to attend the hearings regarding the capital improvement budget for Northern Illinois State Teachers College.

Dr. Browne gave a brief accounting of each bill as listed in Part II. of his report.

Part III. of Dr. Browne's Report No. 34 provided for the following salaries for 1955-56:

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| <u>Name</u> | <u>Classification Title</u> | <u>Salary</u> |
|-------------------------------|-----------------------------|----------------|
| Nell M. Gibson | Secretary I | \$325 |
| Mrs. Donna Washburn | Secretary I | \$325 |
| Mrs. Wanda Sexton (part-time) | Clerk-Stenographer II | \$1.50 per hr. |
| Arthur S. Samoore | Supervising Accountant | \$675 |
| Richard F. Dunn (part-time) | Legal Advisor | Fee basis* |
| (Vacancy) | Clerk Stenographer | \$250 |

* Contractual Services

Mr. Dunbar moved the approval of Dr. Browne's Report No. 34 as submitted. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Chairman Walker called on Mr. Stipes, Chairman of the Finance Committee, for his report.

Mr. Stipes, Chairman of the Finance Committee, reported that on Sunday evening, at an informal meeting, the Board decided (1) to adopt the new proposed salary schedule and (2) no merit increases be given academic employees in the first year of the coming bien-nium

Mr. Stipes moved the adoption of the following salary schedule:

Professors

8100
7920
A 7740
7560
7380
7200
7020
B 6840
6660
6480
6300
6120
C 5940

Associate Professors

7020
A 6840
6660
6480
6300
6120
B 5940
5760
5580
5400
C 5220

Assistant Professors

A 5940
5760
5580
5400
B 5220
5040
4860
4680
C 4500

Instructors

5220
5040
4860
4680
B 4500
4320
4140
3960
3780
C 3600

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The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Considerable discussion was held regarding merit increases for all classifications of employees.

Mr. Stipes, Chairman of the Finance Committee, stated that in accordance with the new salary schedule just adopted the academic employees will receive between \$20-\$30 a month increase. Mr. Stipes suggested that some of the non-academic administrative staff employees could be given a \$20 a month increase without it being considered a merit raise. The Board concurred in this suggestion.

Dr. Browne stated that any action taken not allowing merit increases for academic employees should not affect those employees who are given promotions.

Mr. Stipes moved that, in the first year of the coming biennium, no merit increases be given academic employees and that all necessary changes in salary be made in accordance with the new salary schedule. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Following considerable discussion regarding merit increases for non-academic non-negotiated employees, Chairman Walker recommended that the Board hold any action on non-academic non-negotiated employees listed in the Presidents' quarterly reports until the May meeting for further discussion. The Board concurred in this recommendation.

Mr. Stipes, Chairman of the Finance Committee, reported that a discussion had been held on Sunday evening regarding coaches being given one months more work during the year due to the scope of their outside work. The Board tabled discussion on this matter until a later meeting.

Mr. Stipes further reported on the budget recommendations for the teachers colleges, stating that "the Board has a responsibility to the Governor and the members of the Budgetary Commission to

TEACHERS COLLEGE BOARD

operate good schools and to work as hard as is necessary so we will not betray the confidence of these people in their recommendations of these budgets." He further stated that "since the Board will be activating six new State-owned buildings in the next biennium, it will mean an increase in contractual services, janitors, etc., and these things must be kept in mind two years hence. I feel very strongly that we have a job to do to justify the confidence placed in this Board and hope we will devote our entire energies to running the best teachers colleges we know how to run."

Mr. Stipes, Chairman of the Finance Committee, next reported that out of the rehabilitation appropriation for the 69th biennium at least \$75,000 is to be designated for Western Illinois State College for the rehabilitation of the Administration Building. Mr. Stipes recommended that Dr. Browne be instructed to check the wording of this bill so that it will read that \$75,000 of the rehabilitation appropriation be allotted to Western Illinois State College and in the event they do not use the entire amount it can be reverted for the use of the other colleges. The Board concurred in this recommendation.

QUARTERLY REPORTS OF PRESIDENTS

Eastern Illinois State College

Dr. Buzzard presented his quarterly report, together with supplement, on Eastern Illinois State College and requested that, under Section VI. BUILDINGS AND GROUNDS, page 294, Item A-1 be deleted from this report.

Dr. Buzzard presented the following request:

Acceptance of the low bid as submitted by Dorite Manufacturing Co. and awarding them contract, in the amount of \$1,787.57, for termite eradication, with a five-year guarantee, covering the Temporary Training School, the Cafeteria and the Student Lounge Buildings. (To be paid with funds appropriated for Contractual Services - Income Fund Educational Operations.)

Dr. Buzzard also presented a report which had been submitted by Childs and Smith, Architects, in connection with the proposed Laboratory School at Eastern Illinois State College. Dr. Buzzard stated this report had been discussed with the Building Committee and that he is going to discuss this matter further with Childs and Smith before he requests any Board action.

Following considerable discussion, Mr. Summers moved the approval of the quarterly report, together with supplement, on Eastern Illinois State College as presented by Dr. Buzzard, with the elimination of any action on salaries for non-academic non-negotiated employees, the deletion of Item A-1 under Section VI. BUILDINGS AND GROUNDS, page 294, and that the request for termite eradication be paid from Contractual Services - Income Fund Educational Operations instead of Rehabilitation. The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

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| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Stipes reported that, sometime in the middle of May, the City of Charleston is to vote on a bond issue for a proposed overhauling and rebuilding of the city sanitary sewage system. On April 4, 1955, Mr. Stipes, Mr. Summers, and representatives of the college met with the City officials of Charleston and the engineering firm regarding this proposed bond issue, and it was found that, if the bond issue passes, Eastern Illinois State College's share will be approximately \$250,000.

Following some discussion, Mr. Stipes moved that, if the bond issue covering the overhauling and rebuilding of the city sanitary sewage system at Charleston carries, the Teachers College Board recommend that legislation be passed for an appropriation, in an amount up to \$250,000, as Eastern Illinois State College's share of the bond issue. The motion was seconded by Mr. Summers, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Illinois State Normal University.

Dr. Larsen presented his quarterly report, together with supplement, on Illinois State Normal University with the following requests:

1. Deletion of Items 1 and 7 under the heading II. FACULTY, 3. Leaves of Absence, a. Sabbatical, page 299.
2. Deletion of the name of Richard G. Browne under the heading II. FACULTY, 6. Faculty for the Academic Year, 1955-1956, a., page 302
3. Under the heading II. FACULTY, 8. Summer Session Faculty, 1955, a., page 310, change the salary of Vermell Wise to read as follows: June, \$126.67; July \$400.00; August, \$267.67.
4. Under the heading IV. THE ORGANIZATION, page 317, deletion of 2. Admission of Students.
6. Deletion of V. THE CURRICULUM, pages 317 and 318.

Dr. Larsen presented the following requests:

TEACHERS COLLEGE BOARD

1. Acceptance of the low bid submitted by Graver Water Conditioning Company, in the amount of \$3,176, for a deaerating heater for the Heating Plant. (To be paid with funds appropriated for Equipment - Income Fund Educational Operations.)
2. Acceptance of the low bid submitted by Mandel Brothers, in the amount of \$5,395, for 400 #9 Jasper, plain oak arm chairs with plastic arms. (To be paid with funds appropriated for Equipment - Income Fund Educational Operations.)

The Board recommended that the 1955-1956 salary for Dr. Larsen, when he returns to his duties as Dean, be \$10,320.

Following some discussion, Mr. Ropp moved the approval of the quarterly report, together with supplement, on Illinois State Normal University as presented by Dr. Larsen, subject to the corrections as above specified and with the elimination of any action on salaries for non-academic non-negotiated employees. The motion was seconded by Dr. Nickell, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Larsen further reported that as of April 16, 1955 I.S.N.U. had cash on hand of \$113,334.94 from contributions for the construction of the Student Union Building.

Dr. Larsen next reported that the authorities at Illinois State Normal University would like Board approval to enter into a contract with the Illinois Telephone Company which will authorize the Illinois Telephone Company to furnish and install automatic telephone equipment, at no cost to the college. Dr. Larsen stated this new system would put all telephone wiring into an underground system and would involve bringing all service in through the basements of the buildings. This might necessitate the running of conduit into some of the older buildings; if so, the cost of the conduit work would be paid by the college.

Following considerable discussion, Mr. Hollingsworth moved that the authorities at Illinois State Normal University be authorized to enter into a contract with the Illinois Telephone Company, said contract is to authorize the telephone company to furnish and install automatic telephone equipment at no initial cost to the college. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

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| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Nay |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was carried by a vote of eight to one.

Dr. Nickell recommended that the authorities at Illinois State Normal University start immediately on obtaining estimates for the cost of any conduit work which will be necessary in connection with the installation of the new telephone system. The Board concurred in this recommendation.

Western Illinois State College

Dr. Beu presented his quarterly report, together with Supplement No. 1 and No. 2, on Western Illinois State College and asked that under the heading II. FACULTY, B. Replacements, page 329, Item 9 be deleted.

Dr. Beu presented the following requests:

1. Payment of the sum of \$300 to the Macomb Planning and Zoning Commission for technical services in connection with the part of their program relative to Western Illinois State College. (To be paid with funds appropriated for Personal Services - General Revenue.)
2. Acceptance of the low bid submitted by G. F. Vail and Sons, in the amount of \$3,231, for the purchase and installation of aluminum doors for the north entrance to the Administration Building and the west entrance to the Laboratory School. (To be paid with funds appropriated for Rehabilitation.)
3. Acceptance of the low bid submitted by Prairie State Insulation Company, in the amount of \$3,857.38, for the purchase of 614 units of aluminum frame screens with glass wool screen wire to be installed in Seal Hall. (To be paid with funds from the Series 1954 bond issue.)

Following but little discussion, Dr. Nickell moved the approval of the quarterly report, together with supplements, on Western Illinois State College as presented by Dr. Beu with the elimination of any action on salaries for non-academic non-negotiated employees. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

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Northern Illinois State Teachers College

Dr. Holmes presented his quarterly report, together with supplement, on Northern Illinois State Teachers College with the following requests:

1. Approval of the purchase of 300 additional mattresses from Karoll's, Inc., in the amount of \$5,391, and 300 additional springs from Mandel Brothers, in the amount of \$2,442, as based on their bids as presented to the Board on February 14, 1955. (To be paid out of the following funds: 190 units from the Series 1950 bond issue and 110 units from the Series 1953 bond issue.)
2. Approval of the purchase of a 1948 one-tone Jeep truck from William Gates, in the amount of \$425. (To be paid with funds appropriated for Equipment - Income Fund Educational Operations.)

Following a recess for luncheon, considerable discussion was held on the request for the purchase of a Jeep truck to be used by the operations engineer at Northern.

Mr. Houle recommended that other types of trucks, such as a pick-up, that might prove more advantageous to the college, be considered before the authorities at Northern purchase the Jeep truck requested. The Board concurred in this recommendation.

Mr. Watson moved the approval of the quarterly report, together with supplement, on Northern Illinois State Teachers College as presented by Dr. Holmes with the elimination of any action on salaries for non-academic non-negotiated employees and with the following amendment: Authorization for the authorities at Northern to spend up to \$425 for a pick-up truck or a Jeep truck after matter has been given more consideration as to which type truck will best suit needs of the college. The motion was seconded by Mr. Ropp, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Stipes, Chairman of the Finance Committee, reported that on April 19, 1955 the City of DeKalb will vote on a \$750,000 storm sewer drainage bond issue, stating that if the bond issue carries Northern's share will be approximately \$15,000. He also stated that Northern will have to spend approximately \$5,000 (this is aside from the bond issue) to have ditches on the south side of Old Main Building cleaned.

Following some discussion, Mr. Stipes moved that, subject to the passage of the storm sewer drainage bond issue at DeKalb, on April

PROCEEDINGS

19, 1955, the Teachers College Board go on record that they will recommend legislation of an appropriation in the sum of \$15,000 to be paid to the City of DeKalb to cover Northern Illinois State Teachers College's share of their benefits of this storm sewer drainage bond issue. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Holmes next reported that Northern has found that \$6,000 of the money released to Northern for damages caused by a flash flood in October, 1954, can be returned to the State; this will leave a contingency of \$500 still available.

Dr. Nickell reported on a matter which had been called to his attention; that is, a department head at one college contacting directly an employee at another college under the supervision of the Teachers College Board for the purpose of hiring that employee. Dr. Nickell stated, and the Board agreed, that the same degree of ethics should be followed by the colleges as well as any place else if they want to hire a person from another school in that it should be done with the consent of the administration and the hiring Board.

REPORTS OF COMMITTEES

Mr. Summers, Chairman of the Building Committee, reported that the Building Committee recommends that the Board approve the expenditure of \$420 for additional electrical outlets in the main toilet rooms of the bond revenue dormitory now under construction at Illinois State Normal University.

Mr. Summers moved the adoption of the foregoing recommendation of the Building Committee. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee recommends that the Board approve the preliminary plans for a proposed classroom building at Northern Illinois State Teachers College and that the architectural firm of Perkins and Will be given permission to proceed with more detailed drawings on a contingent basis with knowledge that acceptance of

TEACHERS COLLEGE BOARD

such plans and payment for any work accomplished can only follow if the State legislature appropriates money for the proposed building.

Mr. Summers moved the adoption of the foregoing recommendation of the Building Committee. The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee recommends the Board approve locating the proposed Field House (or physical education building) at Northern Illinois State Teachers College on the corner of Glidden and Lucinda Streets, as near the intersection as possible, and adjacent to the proposed new laboratory school; and that a final drawing, which will show the precise location, shall be submitted at the meeting in Charleston on May 16, 1955.

Mr. Summers moved the adoption of the foregoing recommendation of the Building Committee. The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Houle, Chairman of the Special Committee to Study Public Relations Activities, distributed a prepared report of this committee, On behalf of this Special Committee, Mr. Houle thanked Dr. Browne for the wonderful job he did and also thanked the Presidents and the college personnel for their cooperation in this matter.

Mr. Houle presented the following recommendations of this Special Committee:

1. The colleges should seek to discover means by which they can cooperate on student recruitment so as to (a) eliminate unnecessary duplication and (b) provide more complete coverage than at present.
2. Alumni work should not receive any State funds for publications (including both printing and postage charges) and should become as nearly entirely self-supporting as possible.

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3. The colleges should evaluate carefully the value of alumni club meetings and should withdraw any financial support, direct or indirect, except where substantial benefits can be demonstrated.
4. No additional radio installations should be made until a thorough study has demonstrated their value for instructional purposes. Those now established should not be expanded. Pending completion of further studies, no college should spend more than \$1,000 per year on radio broadcasting.
5. The importance of unity of purpose between the publicity office and the president of the college is recognized. Continued harmony on the part of both officers forms the basis for good public relations.
6. There is need for improved publicity concerning the work of the Teachers College Board itself and the Executive Officer is instructed to prepare recommendations to achieve this.
7. Another study of the public relations work of the colleges should be made within two or three years.

Mr. Houle also reported that at Northern Illinois State Teachers College there is a direct teletype wire, and the Special Committee recommends that this teletype wire service be abolished immediately.

Following some discussion, Mr. Dunbar moved the acceptance of the report of the Special Committee to Study Public Relations Activities. The motion was seconded by Dr. Nickell, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Following considerable discussion regarding the teletype wire service at Northern Illinois State Teachers College, Mr. Houle moved that the administration at Northern Illinois State Teachers College be directed to dispense with the teletype wire service at Northern as soon as possible. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

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The motion was unanimously carried.

Mr. Stipes suggested that this Special Committee to Study Public Relations Activities continue with their investigation.

Mr. Ropp stated that a similar study in other fields at the colleges would be helpful in the future.

Chairman Walker thanked the Special Committee on Public Relations Activities for the splendid job they did, stating that the Committee did exactly what he had hoped they would do. He further stated that the Special Committee made a good deal more headway than any Advisory Committee would have done on its own. Chairman Walker stated that this Special Committee should continue their work and, therefore, this committee was not discharged.

At the March 21, 1955 meeting, the Board instructed the Policy and Procedure Committee to present at this meeting a revision of the By-Laws.

On behalf of Dr. Reavis, Chairman of the Policy and Procedure Committee, Dr. Browne presented the following recommendations of the Policy and Procedure Committee relative to the revision of the By-Laws:

Article VI. Section 1 to read as follows: "The officers of the Board shall consist of a Chairman, a Secretary, and an Executive Officer."

Article VI. Section 3 to read as follows: "The Executive Officer shall be elected to hold office on indefinite tenure at the pleasure of the Board, unless the contract of employment specifies a fixed employment term or gives other rights."

Article VII. Section 4. Delete words "and Educational Coordinator."

Article VII. Section 6. Re-number as Section 5.

Mr. Hollingsworth moved the approval of the foregoing recommendations of the Policy and Procedure Committee regarding the revision of the By-Laws. The motion was seconded by Dr. Nickell, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madleners | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

The next matter on the agenda was concerned with the construction of a Student Union Building at Illinois State Normal University.

The first matter concerning said construction was the report of the Fiscal Agents. Mr. Stipes moved that the following report of the Fiscal Agents dated April 6, 1955, on the proposed issue of

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\$700,000 Student Union Building Revenue Bonds, Series of 1955, for Illinois State Normal University at Normal, Illinois, be accepted and approved and placed on file with the Secretary:

Report on Financing
STUDENT UNION BUILDING
ILLINOIS STATE NORMAL UNIVERSITY
Normal, Illinois

Prepared by

Barcus, Kindred & Co., Chicago, Illinois
J. T. Swartz & Co., Inc., Chicago, Illinois

Fiscal Agents for

THE TEACHERS COLLEGE BOARD OF THE STATE OF ILLINOIS

April 6, 1955

The Hon. Chairman and Members
The Teachers College Board of the State of Illinois
Gentlemen:

We herewith present our report on the financing of construction of a student union building at Illinois State Normal University.

This report shows the source and application of funds needed to construct the student union building, the approximate annual requirements for principal and interest on the \$700,000 bonds issued therefor, the expected revenues available for paying principal and interest on this proposed bond issue and information supplemental thereto.

In our opinion this undertaking appears to be financially feasible.

Respectfully submitted,

BARCUS, KINDRED & COMPANY

J. T. SWARTZ & CO., INC.

By (Signed) John Shields

Fiscal Agents

The Teachers College Board of the State of Illinois, organized pursuant to Chapter 122 of the laws of the State of Illinois, is comprised of nine members appointed for overlapping six year terms by the Governor with the advice and consent of the Senate, and, as ex-officio members, the Superintendent of Public Instruction and the Director of the Department of Finance of the State of Illinois. The present organization of the Board is:

TEACHERS COLLEGE BOARD

Appointed Members

| | |
|-------------------------------------|-----------|
| Lewis M. Walker, Chairman | Gilman |
| Royal A. Stipes, Jr., Vice Chairman | Champaign |
| Alexander A. Summers, Secretary | Mattoon |
| Carl Dunbar | Macomb |
| J. Arthur Houle, Jr. | Hinsdale |
| Mr. Harriet Lowden Madlener | Oregon |
| Dr. William C. Reavis | Chicago |
| Clarence R. Ropp | Normal |
| Chauncey B. Watson | DeKalb |

Ex-Officio Members

Vernon L. Nickell, Superintendent of Public Instruction . Springfield
M.H.Hollingsworth, Director of Department of Finance . . Springfield

Under the control of this Board are the four teachers colleges of the State of Illinois: Illinois State Normal University, Normal; Northern Illinois State Teachers College, DeKalb; Western Illinois State College, Macomb; and Eastern Illinois State College, Charleston.

Legal Authority:- These bonds will be issued by the Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, pursuant to the provisions of an act authorizing the Board to build and equip student union buildings and other structures with the proceeds of bonds payable from the revenues thereof (Sections 59a to 59e, Chapter 127, Illinois Revised Statutes 1953 as amended by Senate Bill Number 33 approved February 16, 1955) approved by the General Assembly of the State of Illinois; and pursuant to a resolution to be adopted by the Board.

Illinois State Normal University, a State supported institution, is located near the geographic center of Illinois in the city of Normal which, together with the adjoining city of Bloomington, had a combined 1950 census population of 44,135. Founded in 1857, Illinois State Normal University is the oldest of the four Illinois teachers colleges and was the tenth normal school to be established in the United States. It awards bachelors and masters degrees of science in education, and both its undergraduate and graduate programs are accredited by the North Central Association of Colleges and Secondary Schools and by The American Association of Colleges for Teacher Education. University enrollment was 2,652 in the fall of 1954. The University operates a high school and an elementary school with enrollments of approximately 475 and 350, respectively, as well as a special education school providing kindergarten through eighth grade classes for approximately 300 exceptional children, all in addition to the University enrollment. The University has a faculty of approximately 275 members.

The campus consists of 71 acres plus an adjoining 192 acre experimental farm. The University's 6/30/54 balance sheet shows land valued at \$451,974 and over \$10 million in buildings, improvements and equipment. In addition to this value a new \$1.4 million dormitory is now under construction and due for completion by September 1955.

PROCEEDINGS

No tuition is charged students attending the University. Fees are charged each student to cover registration, activities, health service, books, and student union. A \$10 increase to be instituted with the fall semester of 1955 will make these fees total \$60 per semester for out of state students. The University is a member of the Inter-state Inter-Collegiate Athletic Conference, which is comprised of the four Illinois state teachers colleges, Southern Illinois University, and two Michigan teachers colleges.

Historic Enrollment:-

| Year | Total on Campus | | | Full Time (Fee Paying) | | |
|---------|-----------------|-------------|-------------|------------------------|-------------|-------------|
| | First Term | Second Term | Summer Term | First Term | Second Term | Summer Term |
| 1935-6 | 1,859 | 1,764 | 1,692 | 1,815 | 1,726 | 1,635 |
| 1936-7 | 1,872 | 1,286 | 1,747 | 1,831 | 1,766 | 1,611 |
| 1937-8 | 1,853 | 1,785 | 1,643 | 1,760 | 1,742 | 1,537 |
| 1938-9 | 1,974 | 1,901 | 1,583 | 1,953 | 1,878 | 1,463 |
| 1939-40 | 1,945 | 1,841 | 1,874 | 1,920 | 1,826 | 1,628 |
| 1940-1 | 1,820 | 1,679 | 1,645 | 1,796 | 1,657 | 1,527 |
| 1941-2 | 1,621 | 1,464 | 1,187 | 1,607 | 1,453 | 1,177 |
| 1942-3 | 1,324 | 1,076 | 666 (a) | 1,305 | 941 | 911 (b) |
| 1943-4 | 780 (a) | 719 (a) | 699 (a) | 1,016 (b) | 945 (b) | 937 (b) |
| 1944-5 | 869 (a) | 800 (a) | 740 | 1,171 (b) | 991 (b) | 636 |
| 1945-6 | 1,008 | 1,273 | 1,355 | 889 | 812 | 1,252 |
| 1946-7 | 1,800 | 1,688 | 1,812 | 1,670 | 1,586 | 1,247 |
| 1947-8 | 2,052 | 1,958 | 1,813 | 1,948 | 1,847 | 1,171 |
| 1948-9 | 2,228 | 2,047 | 1,743 | 2,088 | 1,928 | 2,175 |
| 1949-50 | 2,438 | 2,255 | 1,639 | 2,297 | 2,094 | 1,324 |
| 1950-1 | 2,449 | 2,136 | 1,435 | 2,293 | 1,964 | 1,074 |
| 1951-2 | 2,216 | 1,923 | 1,218 | 2,075 | 1,786 | 991 |
| 1952-3 | 2,076 | 1,948 | 1,223 | 1,943 | 1,745 | 916 |
| 1953-4 | 2,249 | 2,104 | 1,357 | 2,072 | 1,943 | 1,051 |
| 1954-5 | 2,652 | 2,502 | --- | 2,408 | 2,310 | --- |

Notes: - (a) Does not include U.S. Navy V-12 program. (b) Includes U.S. Navy V-12 program.

Future Enrollment:- A detailed study of college enrollments, prepared in 1951 by the Bureau of Institutional Research of the University of Illinois, indicates that, based on records of actual births through 1949 (the most recent year available at the time the study was made), total college enrollments in Illinois will steadily increase from the current year through 1967-8, the last year on which births through 1949 determine such college enrollments. The results of this study are shown below:

| Year | Number | Yrly Increase | | Year | Number | Yrly Increase | |
|---------|---------|---------------|-----|--------|---------|---------------|-----|
| | | Number | % | | | Number | % |
| 1954-5 | 128,933 | --- | --- | 1961-2 | 176,621 | 13,648 | 8.4 |
| 1955-6 | 132,640 | 3,707 | 2.9 | 1962-3 | 184,068 | 7,447 | 4.2 |
| 1956-7 | 137,783 | 5,143 | 3.9 | 1963-4 | 185,158 | 1,090 | 0.6 |
| 1957-8 | 139,793 | 2,010 | 1.5 | 1964-5 | 191,514 | 6,356 | 3.4 |
| 1958-9 | 144,833 | 5,040 | 3.6 | 1965-6 | 204,210 | 12,696 | 6.6 |
| 1959-60 | 151,880 | 7,047 | 4.9 | 1966-7 | 215,650 | 11,440 | 5.6 |
| 1960-1 | 162,973 | 11,093 | 7.3 | 1967-8 | 231,243 | 15,593 | 7.2 |

TEACHERS COLLEGE BOARD

There is shown below the enrollment which can be expected in future years at Illinois State Normal University, derived by applying to the actual 1954-55 Illinois State Normal University enrollment the percentage increase indicated by the statewide enrollment study referred to above.

| Year | Total On Campus | | | Full Time (Fee Paying) | | |
|---------------|-----------------|-------------|-------------|------------------------|-------------|-------------|
| | First Term | Second Term | Summer Term | First Term | Second Term | Summer Term |
| 1954-5 Actual | 2,652 | 2,502 | 1,357 | 2,408 | 2,310 | 1,051 |
| 1955-6 | 2,729 | 2,575 | 1,396 | 2,408 | 2,377 | 1,081 |
| 1956-7 | 2,835 | 2,675 | 1,450 | 2,575 | 2,470 | 1,123 |
| 1957-8 | 2,878 | 2,715 | 1,472 | 2,614 | 2,507 | 1,140 |
| 1958-9 | 2,982 | 2,813 | 1,525 | 2,708 | 2,597 | 1,181 |
| 1959-60 | 3,128 | 2,951 | 1,600 | 2,841 | 2,724 | 1,239 |
| 1960-1 | 3,356 | 3,166 | 1,717 | 3,048 | 2,923 | 1,329 |
| 1961-2 | 3,638 | 3,432 | 1,861 | 3,304 | 3,169 | 1,441 |
| 1962-3 | 3,791 | 3,576 | 1,939 | 3,443 | 3,302 | 1,502 |
| 1963-4 | 3,814 | 3,597 | 1,951 | 3,464 | 3,322 | 1,511 |
| 1964-5 | 3,944 | 3,719 | 2,017 | 3,582 | 3,435 | 1,562 |
| 1965-6 | 4,204 | 3,964 | 2,150 | 3,818 | 3,662 | 1,665 |
| 1966-7 | 4,439 | 4,186 | 2,270 | 4,032 | 3,867 | 1,758 |
| 1967-8 | 4,759 | 4,487 | 2,433 | 4,322 | 4,145 | 1,885 |

Purpose of Bond Issue:- These \$700,000 bonds are being issued for the purpose of paying part of the cost of constructing a Student Union Building. The Architect's estimated cost of the project is shown below:

| | |
|--|------------------|
| Construction Cost | \$674,744 (a) |
| Furnishings and Equipment | 24,000 (b) |
| Interest on \$700,000 Bonds at 3½% Through 10/1/56 | 34,708 |
| Financial, Architect's Fees and Contingencies | 74,518 |
| Total Cost of Project | <u>\$808,000</u> |
| Less Cash on Hand | 108,000 (c) |
| To Be Provided from Bond Proceeds | <u>\$700,000</u> |

Notes: - (a) Based on bids received 3/3/55. Contracts will be covered by performance bonds. (b) New furnishings and equipment only. Does not include value of items already owned by University which are to be moved from their present locations on campus to the Union Building upon its completion. (c) Derived principally as contributions by students, faculty, alumni and friends of the University in a public subscription drive. In addition to the contributions already received, pledges totaling over \$50,000 have been made which are payable over a period of 3 years. It is planned that these additional pledges, as collected, will be used to finance improvements to the building in excess of the basic design such as air conditioning equipment and luxury furnishings.

Security:- These bonds will constitute a closed first lien on the net revenues to be derived from the operation of the Union Building to be constructed with their proceeds. The Teachers College Board will covenant continuously to operate said Union Building; to fix,

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maintain and collect such reasonable student fees, and such reasonable rates and charges, for the use of said building and facilities provided therein, as will produce revenues sufficient to conform with the required application of funds summarized on the opposite page:

Beginning with the start of the fall semester of 1956 or with the completion of the Union Building, whichever is earlier, the gross income and revenues derived from the student fees and charges made for the use of the Union Building shall within 3 days after receipt thereof be paid to the Treasurer of the State of Illinois and shall be credited by him to special accounts in the order shown below:

1. Monthly, to the Operation and Maintenance Account, a sufficient amount to pay the reasonable cost of operating and maintaining the Union Building for such month.
2. Monthly, beginning 9/1/56, to the Bond Account, 1/6th of the interest then next due and 1/12th of the principal coming due in the next ensuing 12 months on these bonds.
3. Semiannually, beginning 10/10/56, to the Depreciation Account, \$1,750 to establish and maintain this account at \$35,000. (Funds in the Depreciation Account shall be used to the extent necessary to prevent a default on these bonds.)
4. Semiannually, beginning 10/10/56, to the Bond Reserve Account \$1,750 until \$35,000 has been accumulated. The first \$35,000 accumulated in this account shall be held for use only to prevent a default on these bonds. Funds in the Bond Reserve Account in excess of \$35,000 shall be used at the earliest practicable date to redeem, by purchase or call, bonds of this issue in advance of their maturity.
5. All funds remaining unallocated on the first day of the month in which the fall semester begins in each year after all the above deposits have been made shall be deemed surplus, and 1/2 thereof credited to the Bond Reserve Account. The remainder of such surplus may be used by The Teachers College Board for any lawful purpose.

Description of Student Union Building:- The Student Union Building has been planned to serve the needs of a campus enrollment of 5,000. The Student Union will be a 3 story building of modern design located in the central quadrangle of the campus between the administration building and the library. It will include a ballroom, several meeting rooms of varying sizes, recreation rooms for music, crafts, cards and billiards, lounges and reading rooms, offices for alumni headquarters and student publications, and food service facilities consisting of a snack bar, a cafeteria and several private dining rooms.

Debt Service Requirements:- Shown below are the debt service requirements on these \$700,000 bonds, assuming an interest rate of 3-1/2%:

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| Yr End 10/1 | Princ | Int | Total | Yr End 10/1 | Princ | Int | Total |
|----------------|----------|----------|----------|---------------------------|----------|----------|----------|
| 1955 | -0- | * | * | 1976 | \$20,000 | \$16,100 | \$36,100 |
| 1956 | -0- | * | * | 1977 | 20,000 | 15,400 | 35,400 |
| 1957 | \$10,000 | \$24,500 | \$34,500 | 1978 | 20,000 | 14,700 | 34,700 |
| 1958 | 10,000 | 24,150 | 34,150 | 1979 | 20,000 | 14,000 | 34,000 |
| 1959 | 10,000 | 23,800 | 33,800 | 1980 | 20,000 | 13,300 | 33,300 |
| 1960 | 10,000 | 23,450 | 33,450 | 1981 | 20,000 | 12,600 | 32,600 |
| 1961 | 10,000 | 23,100 | 33,100 | 1982 | 20,000 | 11,900 | 31,900 |
| 1962 | 10,000 | 23,750 | 32,750 | 1983 | 20,000 | 11,200 | 31,200 |
| 1963 | 10,000 | 22,400 | 32,400 | 1984 | 25,000 | 10,500 | 35,500 |
| 1964 | 10,000 | 22,050 | 32,050 | 1985 | 25,000 | 9,625 | 34,625 |
| 1965 | 10,000 | 21,700 | 31,700 | 1986 | 25,000 | 8,750 | 33,750 |
| 1966 | 15,000 | 21,350 | 36,350 | 1987 | 25,000 | 7,875 | 32,875 |
| 1967 | 15,000 | 20,825 | 35,825 | 1988 | 25,000 | 7,000 | 32,000 |
| 1968 | 15,000 | 20,300 | 35,300 | 1989 | 25,000 | 6,125 | 31,125 |
| 1969 | 15,000 | 19,775 | 34,775 | 1990 | 30,000 | 5,250 | 35,250 |
| 1970 | 15,000 | 19,250 | 34,250 | 1991 | 30,000 | 4,200 | 34,200 |
| 1971 | 15,000 | 18,725 | 33,725 | 1992 | 30,000 | 3,150 | 33,150 |
| 1972 | 15,000 | 18,200 | 33,200 | 1993 | 30,000 | 2,100 | 32,100 |
| 1973 | 15,000 | 17,675 | 32,675 | 1994 | 30,000 | 1,050 | 31,050 |
| 1974 | 15,000 | 17,150 | 32,150 | | | | |
| 1975 | 15,000 | 16,625 | 31,625 | | | | |
| | | | | 1957-94 Average | | | \$34,395 |

* Interest through 10/1/56 will be capitalized

Estimated Revenues:- The principal sources of revenue for this project will be fees charged each full time student enrolled in the University and charges made for food service. The estimates of revenues available from these sources are shown in detail on the following page. Shown below is a summary of the estimated net from these sources. For purposes of conservatism, the additional potential net revenue which will be available from additional services provided by the Union Building, such as book store, dances and conventions, are not included in this estimate. In view of the expected increase in University enrollment as outlined on another page, the estimates shown below reflect the enrollment expected in each of several future years.

| | 1956-7 | 1962-3 | 1967-8 |
|--|----------|----------|----------|
| Net from Basic Operations (Student Fees) | \$39,210 | \$57,805 | \$75,662 |
| Net from Cafeteria | 2,897 | 3,874 | 4,862 |
| Net from Fees and Cafeteria | \$42,107 | \$61,679 | \$80,524 |
| <u>Debt Serv Coverage - \$700m Bds at 3½%:</u> | | | |
| Maximum Interest (\$24,500) Cov'd | 1.7x | 2.5x | 3.3x |
| Avg Ann Tot Chgs (\$34,395) Cov'd | 1.2x | 1.8x | 2.3x |

Rates:- \$11 of the fee charged each full time student for each of the two regular semesters and \$5 of the fee charged each full time student enrolled in the summer session will be allocated to the Student Union Revenue Fund. Charges for food service in the Union Building shall be adequate to provide gross revenues equal to not less than 110% of the direct operating expenses incurred in providing such food service. Charges for any other service rendered in the Union Building shall be adequate to provide gross revenues

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sufficient to cover at least the additional direct operating expenses incurred in providing such additional service.

Estimated Revenues from Student Fees:- The schedule of student fees to be adopted by The Teachers College Board at the time these bonds are issued is calculated to be sufficient to pay the operating overhead expenses of the Union Building and debt service on these bonds. There is shown below a schedule of revenues which would be produced by these fees at the expected level of enrollment in each of three future years, together with the operating overhead expenses estimated for such years by the Architect and the Business Manager of the University.

| | 1956-7 | 1962-3 | 1967-8 |
|----------------------------------|------------|----------|-----------|
| Estimated Fee Paying Enrollment: | | | |
| First Semester | 2,575 | 3,443 | 4,322 |
| Second Semester | 2,470 | 3,302 | 4,145 |
| Summer Session | 1,123 | 1,502 | 1,885 |
| Student Fee Income: | | | |
| First Semester at \$11 | \$28,325 * | \$37,873 | \$47,542 |
| Second Semester at \$11 | 27,170 | 36,322 | 45,595 |
| Summer Session at \$5 | 5,615 | 7,510 | 9,425 |
| Total | \$61,110 | \$81,705 | \$102,562 |
| Overhead Expenses: | | | |
| Salaries and Wages (a) | \$15,900 | \$15,900 | \$15,900 |
| Utilities and Heat | 4,500 | 4,500 | 4,500 |
| Repairs and Maintenance | —0— | 2,000 | 5,000 |
| Insurance and Miscellaneous | 1,500 | 1,500 | 1,500 |
| Total | \$21,900 | \$23,900 | \$26,900 |
| Net Available for Debt | | | |
| Service from Basic Operations | \$39,210 | \$57,805 | \$75,662 |

Note: — (a) Full time manager, assistant to manager and janitorial service at existing local wage scale.

Estimated Revenues from Food Service:- The University now operates, in the basement of one of its existing buildings, a cafeteria which will be transferred to the Union Building as soon as the latter has been constructed. Although the existing cafeteria's location is undesirable and, therefore, its revenues substantially below what can reasonably be expected to be produced by the cafeteria in the new Union Building, its historic operations are used here as a basis for an estimate of the minimum revenues which can be expected from the Union Building food service. Shown below are the actual operations of the existing cafeteria for the last fiscal year, together with an adjustment to reflect the higher charges to be made for food service in the Union Building (110% of direct operating expenses) and together with further adjustments to reflect the expected increase in the University's enrollment.

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| | Yr End 6/30/54 Actual | Projection of 1954 Earnings Based on Est Enrollment Increase | | |
|--|-----------------------------|---|---------|---------|
| | | 1956-7 | 1962-3 | 1967-8 |
| 1st Semester Full Time Enrollment | 2,072 | 2,575 | 3,443 | 4,322 |
| % Increase in Enrollment Over Fiscal 1954 | ---- | 24.3% | 66.2% | 108.6% |
| Food Sales | \$24,453 | | | |
| Cost of Food Sold | \$15,568 | | | |
| Other Operating Expense | 7,742 | | | |
| Total Operating Expense | \$23,310 | | | |
| Net Operating Revenue | \$ 1,143 | | | |
| Adjust for Rate Increase | 1,188 | | | |
| Net at New Rates of 110% of Operating Expense | \$ 2,331 | \$2,897 | \$3,874 | \$4,862 |

Note that the above estimate is based on cafeteria meal service only and does not include any estimate of revenues to be derived from off hour food sales in the Union Building snack shop. It is expected that these snack shop revenues will be appreciable but they are not included here because there is no historic basis on which they can be estimated.

Present Outstanding Debt at Illinois State Normal University consists of:

| | | |
|--|---|-------------|
| Series 1950 Student Residence Hall Revenue Bonds | - | \$1,060,000 |
| Series 1954 Student Residence Hall Revenue Bonds | - | \$1,650,000 |

These issues are payable solely from the net operating revenues of four dormitories with a combined capacity of 957.

Debt History:- The Teachers College Board of the State of Illinois has, since 1947 when enabling legislation was passed, issued revenue bonds to finance eight projects at the colleges under its control. In each case the Board has required that the facilities, as soon as built, be operated in such a way as to produce revenues substantially in excess of all requirements including those for various reserves.

Two of these eight bond issues have been for facilities at Illinois State Normal University. The more recent of these, a \$1,650,000 issue sold in 1954, was for the purpose of constructing a new 410 student capacity residence hall which is still under construction and which is expected to begin operations on schedule with the fall semester of 1955.

The first of these two issues for Illinois State Normal University, \$1,100,000 Series 1950 Student Residence Hall Revenue Bonds, financed a project which began partial operations in 1951 and was in full operation during the fiscal year ended 6/30/53. Shown below is a schedule comparing the actual net for the Series 1950 project with that required to be earned by the provisions of the bond resolution:

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| | Year Ended 6/30 | | | |
|----------------------------|-----------------|-----------|-----------|-----------|
| | 1951 | 1952 | 1953 | 1954 |
| Operating Income | \$127,273 | \$276,058 | \$292,792 | \$370,486 |
| Operating Expenses | 98,923 | 222,886 | 214,255 | 254,879 |
| Net Operating Income | \$ 28,350 | \$ 53,172 | \$ 78,537 | \$115,607 |
| Int Income on Invstd Funds | - 0 - | - 0 - | 75 | 1,973 |
| Tot Net Avail for Dt Serv | \$ 28,350 | \$ 53,172 | \$ 78,612 | \$117,580 |
| Required Net: | | | | |
| Bond Principal & Interest | Captlized | \$ 15,213 | \$ 30,425 | \$ 50,125 |
| Bond Reserve Fund Deposit | - 0 - | 6,250 | 12,500 | 12,500 |
| Depreciation Fund Deposit | - 0 - | 3,750 | 7,500 | 7,500 |
| Total Requirements | - 0 - | \$ 25,213 | \$ 50,425 | \$ 70,125 |
| Surplus of Actual | | | | |
| Net Over Requirements | \$ 28,350 | \$ 27,959 | \$ 28,187 | \$ 47,455 |

Series 1950 Bond Fund Balances as of 2/28/55: -

| | |
|-------------------------------|-------------|
| Interest and Sinking Fund | \$ 46,209 |
| Depreciation Fund | 50,478 |
| Bond Reserve Fund | 55,540 |
| Total | \$ 152,227* |
| Series 1950 Bonds Outstanding | \$1,060,000 |
| Average Annual Debt Service | \$ 52,392 |

* In addition to this amount, there were, in the series 1950 residence hall system operating funds, net current assets of \$89,327 on 2/28/55.

Note:- The maximum required balances in the Depreciation Fund and the Bond Reserve Fund (\$50,000 and \$55,000 respectively) were fully established within four years after issuance of the bonds; whereas, under the terms of the bond resolution, they would not have had to have reached this level until the eighth and sixth years respectively.

Overall Institutional Operations:- Shown below are the total income and expenditures of Illinois State Normal University for the fiscal year ended 6/30/54.

| | Income | |
|--|-------------|-------------|
| Educational and General Operations: | | |
| State Appropriations | \$2,667,570 | |
| Registration Fees and \$27,329 Misc. | 149,685 | |
| | | \$2,817,255 |
| Bonded Res Hall (Series 1950) Operating Income | | 370,486 |
| Auxiliary Enterprises: | | |
| Non-Bonded Student Housing | \$ 59,137 | |
| Other | 86,084 | |
| | | 145,221 |
| Activities Fees | | 65,975 |
| Total Operating Income | | \$3,398,937 |
| Non-Operating Income: | | |
| Bonded Residence Hall Interest Income | | 1,973 |
| State Appropriation for Capital Improvements | | 350,500 |
| Total Income | | \$3,751,410 |

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| | <u>Expenditures</u> | |
|--|---------------------|--------------------|
| Educational and General Operations | | \$2,706,209 |
| Bonded Residence Hall Operations | | 254,879 |
| Auxiliary Enterprise Operations | | 134,265 |
| Fees Apportioned to Student Activities | | 65,975 |
| Total Operating Expenditures | | <u>\$3,161,328</u> |
| Non-Operating Expenditures: | | |
| Bonded Residence Halls — Bond Principal & Interest | | 49,975 |
| Capital Expenditures | | 243,529 |
| Total Expenditures | | <u>\$3,454,832</u> |
| Excess of Income Over Expenditures | | \$ 296,578 |

| | <u>Allotted to First Year</u> | <u>Allotted to Second Year</u> | <u>Total for Biennium</u> |
|-------------------------|-----------------------------------|------------------------------------|-------------------------------|
| Educational and General | \$2,667,570 | \$2,670,684 | \$5,338,254 |
| Capital Improvements | 350,500 | — 0 — | 350,500 |
| Total | <u>\$3,018,070</u> | <u>\$2,670,684</u> | <u>\$5,688,754</u> |

Overall Institutional Balance Sheet for Illinois State Normal University as of 6/30/54 is shown below. The \$1,650,000 Series of 1954 Student Residence Hall Revenue Bonds were not issued until after this date so they were not reflected in the following balance sheet.

| | <u>Assets</u> | |
|--|------------------|------------------|
| Educational and General Funds: | | |
| Cash & Unexpended Appropriations | | \$2,933,644 |
| Student Loan Fund: | | |
| Cash, Investments & \$2,293 Notes Receivable | | 8,223 |
| Plant Funds: | | |
| Unexpended Approp for Capital Expenditures | \$ 106,971 | |
| Land | 451,974 | |
| Buildings | 7,198,781 | |
| Improvements Other Than Buildings | 396,420 | |
| Equipment | <u>1,469,860</u> | |
| | | 9,624,006 |
| Agency Funds: | | |
| Cash & \$7,588 Investments | | 70,984 |
| Auxiliary Enterprises: | | |
| Cash & U.S. Govt Bonds | \$ 155,921 | |
| Inventories Food & Books | <u>30,049</u> | |
| | | 185,970 |
| Bonded Residence Hall System: | | |
| Cash & U.S. Govt Bonds | \$ 205,389 | |
| Receivables & Invent of Food & Supplies | 13,431 | |
| Net Fixed Assets | 1,011,294 | |
| Deferred Charges | <u>20,218</u> | |
| | | <u>1,250,332</u> |
| Total Assets | | \$14,073,159 |

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Liabilities

| | | | |
|---|----|------------------|---------------------|
| Auxiliary Enterprises: | | | |
| Current Liabilities — Accounts Payable | \$ | 4,594 | |
| Reserves for Repairs and Replacements | | 116,065 | |
| Surplus | | <u>65,311</u> | \$ 185,970 |
| Bonded Residence Hall System: | | | |
| Current Liab., Incl. \$7,456 Accrued Interest | \$ | 21,810 | |
| Funded Debt | | 1,080,000 | |
| Surplus | | <u>148,522</u> | 1,250,332 |
| All Other Funds: | | | |
| Encumbered Portion of Current Assets (a) | \$ | 121,546 | |
| Unencumbered Portion of Current Assets (a) | | 2,998,276 | |
| Net Invested in Plant | | <u>9,517,035</u> | 12,636,857 |
| Total Liabilities | | | <u>\$14,073,159</u> |

Note:- (a) The accounting for funds other than that for the bonded residence hall system and auxiliary enterprises does not reflect liabilities as such. When a contract is let or an order placed for work or materials in connection with these other funds, the entire cost of such contract or order is set up as an "encumbered" balance, and the work or material, when received, is paid for from such "encumbered" balance. This designation is used above.

The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

At 2:00 P.M., Chairman Walker asked Mr. Summers to proceed with the opening of the bond bids.

Mr. Summers, Secretary, announced he had received five bids for the purchase of \$700,000 Student Union Building Revenue Bonds, Series of 1955, for Illinois State Normal University. Whereupon the said bids were opened and read and were as follows:

| Bidder | Coupon Rates | Premium | Interest Cost | |
|----------------------------------|-----------------------|---------|---------------|-----------|
| | | | Amount | % |
| First Securities Co. of Chicago) | | | | |
| The White-Phillips Co.) | 4 % 1957 to 1965 | | | |
| Arthur M. Krensky & Co.) | 3-1/4% 1966 to 1994 | \$ — | \$568,260.42 | 3.27496 |
| |) 4 % 1957 to 1965 | | | |
| Stern Brothers and Company) | 3 % 1966 to 1987 | | | |
| |) 3-1/4% 1988 to 1994 | \$ 6.00 | \$544,589.83 | 3.1385447 |

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| <u>Bidder</u> | | <u>Coupon Rates</u> | <u>Premium</u> | <u>Interest Cost</u> | |
|-----------------------------|---|---------------------|----------------|----------------------|----------|
| | | | | <u>Amount</u> | <u>%</u> |
| John Nuveen & Co. |) | 3-3/4% 1957 to 1965 | | | |
| A. C. Allyn & Company, Inc. |) | 3-1/4% 1966 to 1992 | | | |
| Channer Securities Company |) | 3 % 1993 to 1994 | \$ 700.18 | \$560,279.00 | 3.22896 |
| Blyth & Co., Inc. |) | 3-1/4% 1957 to 1965 | | | |
| Barcus, Kindred & Company |) | 3 % 1966 to 1973 | | | |
| J. T. Swartz & Co., Inc. |) | 3-1/4% 1974 to 1994 | \$ 10.00 | \$559,451.66 | 3.22415 |
| White, Weld & Co. |) | 5 % 1957 to 1965 | | | |
| William Blair & Co. |) | 3-1/2% 1966 to 1989 | | | |
| Julien Collins & Co. |) | 2-3/4% 1990 to 1994 | \$2,224.80 | \$571,662.26 | 3.294567 |

It was then determined that the bid of Stern Brothers and Company, as stated above, was the lowest and best bid received.

Mr. Stipes moved that the bonds be awarded to Stern Brothers and Company in accordance with their proposal and that the Secretary be instructed to hold their certified check uncashed until the time of delivery of the bonds. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Absent | |

The motion was unanimously carried.

Dr. Nickell moved the adoption of the following resolution:

RESOLUTION creating an issue of \$700,000 Student Union Building Revenue Bonds, Series of 1955, of The Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, prescribing all the details of said bonds, and providing for the security and payment thereof.

WHEREAS, The Teachers College Board of the State of Illinois, is authorized by law to acquire, construct, equip, complete, remodel, operate, control and manage a student union building at Illinois State Normal University at Normal, Illinois, and to pay a part of the cost thereof by means of, or with the proceeds of, revenue bonds of said Teachers College Board, payable only from the income and revenues to be derived from the operation of such student union building; and

WHEREAS, the Illinois State Normal University at Normal, Illinois, is a State Institution of higher learning under the control and management of said Teachers College Board, and said Board has found an imperative public need for the construction, building and erection of a student union building at said University, and that

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it is desirable and necessary for the best welfare of said University and its student body and faculty to provide a student's and faculty on-campus community recreational center with suitable lounges, game rooms, recreation rooms, meeting rooms and other facilities for the social, educational and cultural activities of the students and faculty at said University; dining facilities; rooms and facilities for meetings of student organizations and clubs, student publications, bookstore, and to care for other services, without limitation, to said students and faculty thereof; and

WHEREAS, The Teachers College Board has determined and found that the construction, building and erection of such student union building, and the subsequent maintenance and operation thereof is feasible, and has heretofore approved plans and specifications therefor which now remain on file in the office of the Secretary of The Teachers College Board; and

WHEREAS, this Board does now further find and determine that the cost of constructing and equipping said student union building, including all necessary costs and expenses incurred in connection therewith, is the sum of \$808,000, in accordance with bids heretofore received; and

WHEREAS, for the purpose of providing a part of the funds necessary to complete the construction, building and erection of such student union building completely equipped and furnished, The Teachers College Board has and will have available from other sources, including gifts and contributions, the sum of \$108,000; and

WHEREAS, The Teachers College Board does hereby determine that it is advisable and necessary that revenue bonds in the principal amount of \$700,000 be now issued to pay part of the cost of the construction, building and erection of such student union building, completely equipped and furnished, on the campus of Illinois State Normal University at Normal, Illinois:

NOW, THEREFORE, Be It and It Is Hereby Resolved by The Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, as follows;

Section 1. That there shall be constructed a new student union building in and for said Illinois State Normal University upon a part of the campus of said University; all in accordance with plans and specifications therefor heretofore approved by The Teachers College Board for said Illinois State Normal University and now on file in the office of the Secretary of this Board.

Section 2. That for the purpose of providing funds in the amount of \$700,000 to pay part of the cost of constructing said student union building, as hereinabove described, there shall be and there is hereby authorized and directed to be issued negotiable coupon revenue bonds for said University in the principal amount of \$700,000. The said revenue bonds shall bear date of May 1, 1955, shall be numbered from 1 through 700, shall be of the denomination of \$1,000 each, bonds numbered 1 through 90 shall bear interest at

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the rate of four per cent (4%) per annum, bonds numbered 91 through 500 shall bear interest at the rate of three per cent (3%) per annum, and bonds numbered 501 through 700 shall bear interest at the rate of three and one-fourth per cent (3-1/4%) per annum, payable October 1, 1955, and semiannually thereafter on the first days of April and October of each year and until the principal thereof shall have been fully paid, and said bonds shall mature on October 1 of each of the years and in amounts as follows;

| | |
|----------|---------------------|
| \$10,000 | - 1957 through 1965 |
| 15,000 | - 1966 through 1975 |
| 20,000 | - 1976 through 1983 |
| 25,000 | - 1984 through 1989 |
| 30,000 | - 1990 through 1994 |

provided, however, that bonds number 91 through 700 shall be redeemable as a whole or in part in the inverse order in which they are numbered, prior to their maturity, on October 1, 1965, or in any interest payment date thereafter, at the option of The Teachers College Board as follows: if redeemed on October 1, 1965, or on any interest payment date thereafter up to and including April 1, 1979, at par and accrued interest and a premium of three per cent (3%) of the principal amount thereof; if redeemed on October 1, 1970, or on any interest payment date thereafter up to and including April 1, 1975, at par and accrued interest and a premium of two and one-half per cent (2-1/2%) of the principal amount thereof; if redeemed on October 1, 1975, or on any interest payment date thereafter up to and including April 1, 1980, at par and accrued interest and a premium of two per cent (2%) of the principal amount thereof; if redeemed on October 1, 1980, or on any interest payment date thereafter up to and including April 1, 1985, at par and accrued interest and a premium of one and one-half per cent (1-1/2%) of the principal amount thereof; if redeemed on October 1, 1985, or on any interest payment date thereafter up to and including April 1, 1990, at par and accrued interest and a premium of one per cent (1%) of the principal amount thereof; and if redeemed on October 1, 1990, or on any interest payment date thereafter prior to maturity, at par and accrued interest and a premium of one-half of one per cent (1/2 of 1%) of the principal amount thereof.

Notice of redemption of any or all of said bonds shall be given by publication at least once not less than thirty days prior to the date of redemption, such publication to be made once in one financial newspaper published and of general circulation in the City of Chicago, Illinois, and such notice of redemption shall with substantial accuracy (a) designate the date and place of redemption, and (b) designate the numbers and the aggregate principal amount of said bonds, and (c) state that on the designated date of redemption said bonds will be redeemed by payment of principal thereof and unpaid accrued interest thereon to date of redemption, plus the applicable redemption premium, and that from and after the designated redemption date interest in respect of all bonds so called for redemption shall cease.

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That such bonds and coupons shall be payable to bearer, provided, however, that such bonds may be subject to registration as to principal at any time prior to maturity in the name of the holder thereof on the books of the Secretary of The Teachers College Board, such registration to be noted on the reverse side of the bonds by the said Secretary and thereafter the principal of such bonds shall be payable only to the registered holder, his legal representatives or assigns. Such registered bond shall be transferred to another registered holder or back to bearer only upon presentation to the Secretary of The Teachers College Board with a legal assignment duly acknowledged or approved. Registration of any such bonds shall not affect the negotiability of the coupons thereto attached, but such coupons shall be transferable by delivery merely.

Section 3. Both principal of and interest on such revenue bonds shall be payable in lawful money of the United States of America at the City National Bank and Trust Company of Chicago, Chicago, Illinois.

Section 4. That said bonds shall be executed for and on behalf of Illinois State Normal University at Normal, Illinois, by the Chairman of The Teachers College Board and attested by the Secretary thereof under the seal of said Board, and shall be countersigned by the Treasurer of the State of Illinois, and the interest coupons attached to said bonds shall be executed by the facsimile signatures of said officials, who by the execution of said bonds shall adopt as and for their own proper signatures their respective facsimile signatures appearing on said coupons. That said revenue bonds shall be designated "Student Union Building Revenue Bonds, Series of 1955" for the Illinois State Normal University at Normal, Illinois, and shall be in substantially the following form:

(Form of Bond)

UNITED STATES OF AMERICA
STATE OF ILLINOIS

THE TEACHERS COLLEGE BOARD OF THE STATE OF ILLINOIS
FOR ILLINOIS STATE NORMAL UNIVERSITY AT NORMAL, ILLINOIS

STUDENT UNION BUILDING REVENUE BOND, SERIES OF 1955

NUMBER \$1,000

The Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, created and established under the laws of the State of Illinois, hereby acknowledges itself to owe and for value received promises to pay to bearer, but only out of The Teachers College Board Revenue Fund of 1955 for Illinois State Normal University at Normal, Illinois, as hereinafter provided for, and not otherwise, the sum of One Thousand Dollars (\$1,000) on October 1, 19 , unless this bond has sooner been called

TEACHERS COLLEGE BOARD

for prior redemption and funds are available for the payment thereof as herein provided, and to pay interest on said sum from the date hereof at the rate of 1 per cent (1%) per annum, payable October 1, 1955, and semiannually thereafter on the first days of April and October in each year until the principal hereof shall be paid. Interest accruing on this bond on and prior to the maturity date hereof shall be payable upon presentation and surrender of the interest coupons hereto attached as they subsequently become due, but no interest shall accrue on this bond after the maturity hereof, unless this bond be presented for payment at maturity and be not then paid.

Both principal hereof and interest hereon are hereby made payable in lawful money of the United States of America at the City National Bank and Trust Company of Chicago, Chicago, Illinois.

This bond is one of an authorized issue of \$700,000, of which bonds numbered from 91 through 700 are subject to redemption as a whole or in part in the inverse order in which they are numbered, prior to maturity, on any interest payment date on or after October 1, 1965, and up to and including April 1, 1970, at par and accrued interest and a premium of three per cent (3%) of the principal amount thereof; if redeemed on October 1, 1970, or on any interest payment date thereafter up to and including April 1, 1975, at par and accrued interest and a premium of two and one-half per cent (2-1/2%) of the principal amount thereof; if redeemed on October 1, 1975, or on any interest payment date thereafter up to and including April 1, 1980, at par and accrued interest and a premium of two per cent (2%) of the principal amount thereof; if redeemed on October 1, 1980, or on any interest payment date thereafter up to and including April 1, 1985, at par and accrued interest and a premium of one and one-half per cent (1-1/2%) of the principal amount thereof; if redeemed on October 1, 1985, or on any interest payment date thereafter up to and including April 1, 1990, at par and accrued interest and a premium of one per cent (1%) of the principal amount thereof; and if redeemed on October 1, 1990, or on any interest payment date thereafter prior to maturity, at par and accrued interest and a premium of one-half of one per cent (1/2 of 1%) of the principal amount thereof.

Notice of redemption of any or all of said bonds shall be published once not less than thirty days prior to the date of redemption, such publication to be made in one financial newspaper published and of general circulation in the City of Chicago, Illinois, and when this bond or any of the bonds of such authorized issue shall have been called for redemption interest thereon shall cease from and after the specified redemption date.

This bond and the series of which it is a part are all of like date, tenor and effect (except as to number, rate of interest, maturity, and provision for redemption prior to maturity) authorized by The Teachers College Board for Illinois State Normal University at Normal, Illinois, to provide funds for the construction and equip-

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ment of a new student union building on the campus of said University under and pursuant to the provisions of a resolution adopted by The Teachers College Board on the 18th day of April, 1955, and of Sections 59a through 59e of Chapter 127, Illinois Revised Statutes, 1953, as amended by Senate Bill 33 approved February 16, 1955, and all other laws thereunto enabling.

This bond, and the issue of which it is one, is payable as to both principal and interest solely from and secured by a pledge of and a first lien on the net revenues derived from the operation of said new student union building to be constructed and equipped from the proceeds of the issue of which this bond is one.

This bond shall not be deemed to be an indebtedness of the State of Illinois or of The Teachers College Board or of the Illinois State Normal University at Normal, Illinois.

It is hereby certified and recited that in issuing this bond and the series of which it is a part, The Teachers College Board has covenanted and agreed to operate, use and maintain continuously the student union building constructed with the proceeds derived from the sale of said bonds at all times when said University is in session in an efficient and economical manner; and to charge and collect for the use thereof fees and charges fully sufficient to pay when due the principal of and interest on this bond and the series of which it is one, and to maintain the bond reserve account and depreciation account created by the resolution authorizing this bond, and to pay all operating and other expenses incident to the maintenance thereof.

This bond may be registered as to principal in the name of the holder on the books of The Teachers College Board in the office of the Secretary of said Board, such registration to be evidenced by notation of said Secretary on the back hereof, after which no transfer hereof shall be valid unless made on said books and similarly noted hereon, but it may be discharged from such registration by being transferred to bearer, after which it shall be transferred by delivery, but it may be again registered as before. The registration of this bond shall not restrict the negotiability of the coupons by delivery merely.

It is hereby certified and recited and declared that all acts, conditions and things required to exist, to happen and to be performed, precedent to and in the issuance of this bond, have existed, have happened and have been performed in due form, time and manner as required by law, and that the amount of this bond, together with all other bonds of this issue of which this is one, does not exceed any limit prescribed by the Constitution or the Statutes of the State of Illinois.

IN WITNESS WHEREOF, The Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, has caused this bond to be signed by the Chairman of The Teachers College Board, attested by the Secretary of said Board, under the seal of said Board, and countersigned by the Treasurer of

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the State of Illinois, and has caused the interest coupons hereto attached to be executed by the facsimile signatures of said officials, which said officials by the execution of this bond do adopt as and for their own proper signatures their respective facsimile signatures appearing on said coupons, and this bond to be dated as of the first day of May, 1955.

THE TEACHERS COLLEGE BOARD OF
THE STATE OF ILLINOIS FOR ILLINOIS
STATE NORMAL UNIVERSITY AT
NORMAL, ILLINOIS

Attest:

Secretary By _____
Chairman

Countersigned:

Treasurer, State of Illinois

(Form of Interest Coupon)

NUMBER \$

On the first day of _____, 19____, *(unless the bond to which this coupon is attached has theretofore been called for prior payment and payment made or provided for) The Teachers College Board of the State of Illinois for Illinois State Normal University at Normal, Illinois, will pay to bearer solely out of the funds specified in the bond to which this coupon is attached, the sum of _____ Dollars (\$ _____) in lawful money of the United States of America at the City National Bank and Trust Company of Chicago, Chicago, Illinois, for interest due that day on its Student Union Building Revenue Bond, Series of 1955, dated May 1, 1955, numbered _____

THE TEACHERS COLLEGE BOARD OF
THE STATE OF ILLINOIS FOR ILLINOIS
STATE NORMAL UNIVERSITY AT
NORMAL, ILLINOIS

Attest:

Secretary By _____
Chairman

Countersigned:

Treasurer, State of Illinois

*(The clause within the parentheses shall be inserted in all coupons attached to bonds numbered 91 through 700, inclusive, maturing after the callable dates of the bonds to which they are attached.)

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(Form of Registration)

| Date of Registration | In Whose Name Registered | Signature of Registrar |
|-------------------------|-----------------------------|------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Section 5. That for the purposes of this resolution:

(A) The Teachers College Board of the State of Illinois is hereafter referred to as the "Board".

(B) The new student union building authorized to be constructed and equipped from the proceeds of the bonds herein authorized, together with all improvements and extensions thereto or replacements thereof, hereafter constructed or acquired and all other facilities related thereto, are hereinafter referred to as the "project".

(C) The term "net revenues" used in connection with the project shall mean that portion of the gross revenues received from the continued operation, use and maintenance of the project remaining after providing sufficient funds for the reasonable and necessary cost of currently maintaining, repairing, insuring and operating the project.

Section 6. Each of the \$700,000 principal amount of bonds authorized herein is payable from and secured by a first lien on and pledge of the net revenues of the project.

None of the \$700,000 aggregate principal amount of bonds herein authorized shall be entitled to priority of one over the other in the application of the net revenues of the project, regardless of the fact of differences in the date of maturity of said bonds or the date and terms and conditions of the prior redemption and payment thereof, or for any reason whatsoever, but all of the bonds of said total authorized issue of \$700,000 principal amount are co-equal as to lien and share ratably without preference, priority, or distinction as to the source or method of payment and security therefor.

So long as any of the bonds herein authorized shall remain outstanding and unpaid, the Board covenants and agrees with all holders thereof that no additional obligations will be incurred or issued payable from the net revenues of the project which will be senior to or on a parity with the pledges made and liens created securing the bonds herein authorized and, further, that the said Board will not sell or otherwise dispose of, or mortgage, lease, or otherwise encumber the project, or any substantial portion thereof, or the income and revenues derived or to be derived from any portion thereof, until all of the bonds herein authorized shall have been fully paid in accordance with their terms.

Section 7. That for the purpose of accounting for the funds that are pledged to the payment of the bonds under the terms of

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this resolution and so long as any of said bonds herein authorized are outstanding, the project for the purpose of this resolution shall be operated and maintained on a fiscal year basis beginning on July 1 and ending on June 30 of each succeeding year.

All income, revenue and receipts derived from the continued operation and use of the project and all funds received from any other source or sources applicable thereto, shall be faithfully applied to the prompt and punctual payment of the maturing principal of and interest on the bonds authorized hereunder according to their terms and to create and maintain a reasonable reserve for such payment; to the payment of the reasonable and necessary expenses of operating, maintaining, repairing, and insuring the project; and to the creation of an adequate depreciation reserve, according to the terms of this resolution.

Section 8. That from and after the date of completion of the project or not later than September 1, 1956, whichever date is the first to occur, the gross income and revenues derived from the fees and charges collected from the continued use and operation of the project shall, within three (3) days after receipt thereof be paid to the Treasurer of the State of Illinois and shall be set aside by him in a special fund hereby created to be known as "The Teachers College Board Revenue Fund of 1955 for Illinois State Normal University at Normal, Illinois," (hereinafter referred to as the "Revenue Fund") and said fund shall be used and held for use in accordance with the following requirements:

(A) On the first day of each calendar month, the said Treasurer shall credit on his books from the Revenue Fund to a separate and special account hereby created and designated the "Operation and Maintenance Account, Illinois State Normal University at Normal, Illinois, Student Union Building Revenue Bonds, Series of 1955" such a sum of money as may be directed by order of the Board sufficient to pay the reasonable cost of operating and maintaining the project for said calendar month, including adequate provision for insurance and any fees due the paying agent on the bonds herein authorized, and the money so credited shall be used for such purposes and no other. If in any month for any reason there shall not be available an amount equal to the amount required for the payment of the expenses hereinabove referred to, then an amount of revenue equal to any such deficiency shall be added to the amount of revenue otherwise required to be paid into the said Operation and Maintenance Account in the next succeeding calendar month or months and shall be paid with the payment then to be made.

Said Board covenants and agrees with the holders of the bonds herein authorized that said Board will maintain, preserve and keep the project in good repair, working order and condition so that it will at all times be available for maximum use and occupancy and that said Board will at all times continuously operate and manage said project in an efficient manner and at reasonable cost.

(B) On the first day of each month, beginning September 1, 1956, and after making the credit provided for in paragraph (A) first above,

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the Treasurer shall then credit on his books from the balance in said Revenue Fund to a special account hereby created and designated "Bond Account, Illinois State Normal University at Normal, Illinois, Student Union Building Revenue Bonds, Series of 1955", a sum of money equal to 1/6th of the interest then next due and 1/12th of the principal coming due within the next ensuing twelve months on the bonds herein directed to be issued, and the said Treasurer shall be and is hereby authorized and directed without any further subsequent order of the Board to remit on or before the 15th day prior to the first day of April and the first day of October, to the place of payment designated in said bonds and the interest coupons appertaining thereto, the amount of principal and interest due on said dates, respectively. Funds credited to the said Bond Account above referred to shall be used solely and only for the payment of said bonds and the interest thereon as the same become due, or are called for redemption as in this resolution provided. Said Treasurer shall make no further remittances to the said bank after there shall have been so remitted a sufficient amount to pay all of the bonds then outstanding and all of the interest thereon to maturity, or, to the date upon which such outstanding bonds may then have been called for prior redemption.

(C) On or before the 10th day of April and the 10th day of October in each year, beginning October 10, 1956, after making the monthly deposits provided for in paragraphs (A) and (B) hereinabove, and so long as the accounts created in said paragraphs (A) and (B) contain funds sufficient to meet the requirements specified in said paragraphs (A) and (B) as aforesaid, the Treasurer shall credit on his books from the balance in said Revenue Fund to a separate and special account hereby created to be designated "Depreciation Account, Illinois State Normal University at Normal, Illinois, Student Union Building Revenue Bonds, Series of 1955", the sum of \$1,750 until there shall have been accumulated in said Depreciation Account the sum of \$35,000 at which figure the Depreciation Account shall thereafter be maintained by subsequent deposits from said Revenue Fund, subject to the limitations hereinabove provided. The funds in said Depreciation Account shall be used solely and only for the purpose of paying the cost of any extraordinary repairs, upkeep and replacements in, on or about the project except that the funds held in said Depreciation Account to the extent necessary to prevent or remedy a default in the payment of the interest on or principal of the bonds herein authorized shall be used and held for use for that purpose and shall be transferred to the Bond Account, hereinabove described, and whenever such a transfer is made the amount so transferred shall be added to the next deposit to be made and thereafter, until full reimbursement to said Depreciation Account has been made. Funds accumulated in said Depreciation Account may be invested by the Treasurer of the State of Illinois in direct obligations of the United States or securities fully guaranteed by the United States, provided that the maturity date of such obligations or securities shall not be more than one year from the date on which such investment is made.

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(D) On or before the 10th day of April and the 10th day of October of each fiscal year, beginning October 10, 1956, and after making the deposits provided for in paragraphs (A), (B) and (C) above, and subject to all provisions therein specified for the maintenance of said deposits, respectively, the said Treasurer shall credit from the balance of said Revenue Fund to a separate and special account hereby created and designated as the "Bond Reserve Account, Illinois State Normal University at Normal, Illinois, Student Union Building Revenue Bonds, Series of 1955", the sum of \$1,750 until such time as there has been accumulated in said Bond Reserve Account the sum of \$35,000, at which figure the Bond Reserve Account shall thereafter be continuously maintained until the moneys in the Bond Account and the Bond Reserve Account are equal to the interest and principal requirements on all bonds authorized hereunder then outstanding and unpaid. The moneys in said Bond Reserve Account shall be used by said Treasurer and held for use solely and to the extent necessary for the payment from time to time of the principal of or interest on the said bonds authorized hereunder as to which there would be a default if the money in said Bond Reserve Account were not so used, provided that all money in said Bond Reserve Account, in excess of the said sum of \$35,000, at the end of any one fiscal year shall be used to retire as many of the bonds authorized hereunder as can be redeemed therewith, either through the purchase thereof on the open market or through the redemption of said bonds on the next succeeding interest payment date, but no bonds shall be purchased hereunder for retirement at a price greater than that at which the said bonds may be so called for prior redemption, and all bonds so purchased or redeemed shall be cancelled by the Treasurer. The moneys accumulated in said Bond Reserve Account may be invested and reinvested by the Treasurer of the State of Illinois without further authorization by The Teachers College Board in direct obligations of the United States of America, or securities fully guaranteed by the United States of America, provided only that the maturity date or dates on such obligations or securities shall not be more than ten (10) years from the date on which each investment is made.

(E) If in any month the net revenues of the project are insufficient to meet the amount of deposits required to be made into the Bond Account, the Depreciation Account, and the Bond Reserve Account as herein specified, any such deficiency shall be made up from the first revenues thereafter received and available for such deposits under the terms of this resolution and the deposit of any such sum or sums into said Bond Account, said Depreciation Account, and said Bond Reserve Account as may be necessary to make up any such deficiency shall be in addition to the then current monthly deposits herein specified to be made.

(F) All deposits hereinabove required to be made into the Bond Account and the Bond Reserve Account shall not be diminished by reason of any sums deposited into each of said Accounts from any other source or sources, it being the intent hereof that any sums so deposited from any other source or sources shall be held in said

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Bond Account and in said Bond Reserve Account as a further reserve for the prompt and punctual payment of the principal of and interest on the bonds herein authorized.

(G) All funds remaining in the Revenue Fund on the first day of the month in which the fall semester begins, after all deposits as hereinabove specified have been made, and after due provision has been made for maintaining the Bond Account, the Depreciation Account, and the Bond Reserve Account, as hereinabove specified, shall be deemed surplus revenues, and the Treasurer of the State of Illinois is hereby directed, without further order of this Board, to allocate one-half (1/2) of any such surplus funds so remaining to the Bond Reserve Account hereinabove specified, and the remaining one-half (1/2) of any such surplus funds then so remaining may be used by The Teachers College Board for any lawful purpose.

Section 9. That said Board acting under and by authority of the aforesaid Act, hereby expressly covenants and agrees with the holders of the bonds herein authorized to be issued as follows:

(A) Said Board agrees that it will at all times charge and collect rates, fees and charges, including student fees, for the use of the project adequate to meet all the requirements of this bond resolution.

(B) Said Board agrees (notwithstanding any other facilities which may now be or at any time hereafter may be available for students and faculty of the Illinois State Normal University at Normal, Illinois) that it will require and will adopt rules and regulations designed to assure as nearly as possible one hundred per cent (100%) use of the project until all of the bonds herein authorized have been paid fully as to both principal and interest, and said Board further covenants and agrees that the fees, admissions, rentals, and other charges from students, faculty members and others using or being served by, or having the right to use or having the right to be served by, said project, shall be so fixed and revised from time to time, and shall be so collected, that the proceeds thereof shall be sufficient at all times to provide funds sufficient to meet the Bond Account requirements for the principal of and interest on the bonds authorized hereunder, including all requirements for a reserve for the payment or redemption of said bonds as hereinabove specified, promptly as and when the same become due, payable, or subject to prior redemption; to make the payments required in the Depreciation Account hereinabove specified; and to pay the reasonable cost of maintaining, operating, repairing, and insuring said project.

(C) Said Board agrees to keep the project, including furnishings and equipment, in good usable condition and continuously insured against loss or damage by fire and lightning, the perils included under the extended coverage endorsement, and steam boiler explosion if steam boilers are installed in the project, in an amount not less than the full insurable value of said project or the amount of outstanding bonds, whichever is less. Such insurance policy or policies shall be payable to The Teachers College Board for Illinois

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State Normal University at Normal, Illinois, and all moneys collected on account of loss or damage covered by any such policy or policies of insurance shall be held in trust and shall be used only for reconstruction, replacement or repairs. In the event said funds are insufficient to restore said project to its former condition, then said funds shall be paid into the Bond Account, Illinois State Normal University at Normal, Illinois, Student Union Building Revenue Bonds, Series of 1955, and held for the benefit of the bondholders as their interests may appear. Said Board agrees, further, to carry adequate insurance against the loss of use and occupancy of said project from the perils of fire and lightning, the perils included under the extended coverage endorsement and from steam boiler explosion if steam boilers are installed therein, and from any or all risks or from any cause whatsoever, in an amount not less than \$70,000, provided, however, that said amount may be reduced by whatever funds are on hand in the Bond Reserve Account. Any sum received from any such use and occupancy insurance, after deducting necessary operation and maintenance charges under economical management during the period of such loss of use and occupancy, shall be paid into the aforesaid Bond Account. All of said insurance shall be carried in a responsible insurance company or companies authorized to do business in the State of Illinois, and the cost thereof shall be deemed to be a maintenance and operation cost.

(D) Said Board agrees to keep proper books of records and accounts separate and apart from all other records and accounts in which complete and correct entries shall be made of all transactions relating to the cost of constructing, equipping, furnishing and improving the aforesaid project; the expenditures for maintaining, operating and repairing the project, and all revenues collected therefrom which said records shall be kept and shall be available for the information of all persons interested; and agrees to furnish to the original purchaser of said bonds, on the written request therefor, not more than thirty (30) days after the close of each calendar month, complete operating and income statements of the project, in reasonable detail, covering such monthly period; and agrees also to furnish to the original purchaser of said bonds and to any holder of any of said bonds, on the written request therefor, not more than sixty (60) days after the close of each fiscal year, a complete financial statement in reasonable detail, covering such fiscal year, signed by the Secretary and certified by independent auditors, who shall be certified public accountants.

(E) That said Board agrees to employ or make provision for the employment of some suitable person or persons to supervise the operation and maintenance of the project, and such other persons as may be necessary for the proper and efficient operation, management and maintenance thereof. The cost of such services shall be included as other costs of operation and maintenance and shall be payable in like manner.

(F) That said Board agrees not to issue any additional bonds or incur any other indebtedness, payable from any revenues of the

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project unless the pledge of such revenues shall be made junior and subordinate in all respects to the pledge of revenues under this resolution for payment of the bonds authorized to be issued hereunder, including the Bond Reserve Account, as provided by subsection (D) of Section 8 of this resolution.

(G) That said Board agrees to faithfully and punctually perform all of the duties and obligations with reference to the project, as required by the provisions of this resolution and the statutes under which the said bonds are issued, including the construction, equipment, furnishing, and improvement thereof, and the operation and maintenance thereof as herein provided; the making and collecting of reasonable and sufficient fees and charges for the use thereof; the segregation of the income and revenues therefrom to the respective accounts created under the provisions of this resolution, and the proper application of said accounts.

Section 10. Anyholder of any bond or bonds issued hereunder, or of any coupons representing interest accrued thereon, may either by proper court action or in law or in equity compel said Board to perform all duties imposed upon it under the provisions of this resolution and under the provisions of the statute hereinabove referred to authorizing the issuance of the bonds as herein provided, including the making and collecting of sufficient rates, charges and fees for the use of the project, and the performance of any and all covenants made by said Board in and by this resolution.

Section 11. That the proceeds derived from the issuance and sale of said bonds hereby provided for shall be applied as follows:

(A) The entire proceeds derived from the sale of said bonds to the purchaser thereof shall be deposited immediately with the Treasurer of the State of Illinois pursuant to the terms of the Act hereinabove referred to authorizing the issuance of said bonds.

(B) It shall be the duty of the Treasurer of the State of Illinois to set aside the amount of accrued interest received at the sale and delivery of said bonds to said purchaser in the Bond Account hereinabove provided for, together with the sum of \$31,733.33 received as principal from the proceeds of the sale of said bonds, being an amount estimated necessary to pay interest on said bonds during the period of construction, which sums shall be used solely for the purpose of paying the interest due on said bonds, and is hereby dedicated and made available for that purpose. That the proceeds received as principal from the sale of said bonds, after deduction made of the sum specified to pay interest on said bonds during the period of construction, together with the sum of \$108,000, to be made available from other sources by said Board, shall be set aside in a separate and special account by said Treasurer, to be designated "Building Construction Account of 1955 for Illinois State Normal University at Normal, Illinois", and shall be applied to the cost of acquiring, constructing, equipping, furnishing and improving the project, all as hereinbefore provided; provided, however, that any surplus remaining in such account upon completion of the construction, equipment, furnishing and improving of said project

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shall be transferred and credited to the "Bond Reserve Account, Illinois State Normal University at Normal, Illinois, Student Union Building revenue Bonds, Series of 1955", as hereinabove provided for.

Section 12. That the provisions of this resolution shall constitute a contract between The Teachers College Board for Illinois State Normal University at Normal, Illinois and the holders of the bonds herein authorized to be issued, and each of them, and the said Board hereby pledges its good faith to the performance of each and every covenant hereof.

Section 13. If any section, subsection, paragraph, sentence, clause or phrase of this resolution or of the bonds or interest coupons herein prescribed shall either be held to be unconstitutional or otherwise invalid by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this resolution, but this resolution shall be construed and enforced as if such illegal or invalid provision shall not have been contained therein.

Section 14. That the Chairman and Secretary of said Board and the Treasurer of the State of Illinois shall be and they are hereby fully authorized and directed to do all things which may be necessary to effect the preparation, execution and delivery of the bonds herein authorized to be issued to the purchaser thereof, namely, Stern Brothers & Co.

at a price heretofore agreed upon, the same being not less than par and accrued interest to date of delivery, all in accordance with their proposal for the purchase thereof, which is hereby accepted and approved.

Section 15. That this resolution shall be in full force and effect immediately upon its passage.

The motion was seconded by Mr. Hollingsworth, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Absent | |

The motion was unanimously carried.

Mr. Ropp then moved the adoption of the following resolution:

BE IT RESOLVED by The Teachers College Board of the State of Illinois, that the Chairman and Secretary are hereby authorized and directed to execute the following contracts for the construction of the student union building, after receipt of proper completion bonds, forms of such completion bonds to be approved by the Chairman and Secretary of said Board:

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| <u>Contractor</u> | | <u>Work</u> | <u>Contract Price</u> |
|--------------------------------|-----------------------|----------------------------|-----------------------|
| J. L. Wroan & Sons | Bloomington, Illinois | General Contract | \$464,150.00 |
| S. E. McDaniel & Son | Decatur, Illinois | Mechanical | \$151,743.00 |
| Emmett-Scharf Electric Company | Bloomington, Illinois | Electrical | \$ 49,325.00 |
| Sprinkmann Sons Corporation | Peoria, Illinois | Pipe covering & insulation | \$ 10,656.00 |

The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Absent | |

The motion was unanimously carried.

Mr. Dunbar then moved the adoption of the following resolution:

RESOLUTION establishing charges and fees for the use of and for the service supplied by the Student Union Building to be constructed on the campus of Illinois State Normal University at Normal, Illinois

WHEREAS, The Teachers College Board of the State of Illinois, has heretofore by resolution duly adopted on April 18, 1955, provided for the construction of a student union building on the campus of Illinois State Normal University at Normal, Illinois, and the issuance of \$700,000 Student Union Building Revenue Bonds to defray part of the cost of such construction pursuant to and in compliance with the provisions of Sections 59a through 59e of Chapter 127 of the Illinois Revised Statutes, 1953; as amended by Senate Bill 33 approved February 16, 1955; and

WHEREAS, pursuant to the terms of the Act above referred to and said resolution heretofore passed authorizing such construction and the issuance of said bonds, it is necessary that The Teachers College Board establish fees and charges for the use of such building;

NOW, THEREFORE, Be It Resolved by The Teachers College Board of the State of Illinois, as follows:

Section 1. That there shall be and there is hereby established commencing September 1, 1955, fees and charges for the use of and for the service supplied by a student union building to be constructed on the campus of Illinois State Normal University at Normal, Illinois, as follows:

Student Fees

\$11.00 per full time student per regular semester
\$ 5.00 per full time student per summer session

Other charges for specific services rendered shall be set from time to time by the Business Manager of Illinois State Normal University at Normal, Illinois; provided that charges for

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food services shall be sufficient at all times to produce gross revenues not less than 110% of the direct operating expenses of such service, and charges for all other services shall be sufficient at all times to produce gross revenues equal to the direct operating expenses of such service.

Section 2. Said fees and charges shall be payable in advance.

Section 3. It is hereby made a duty of the Business Manager of Illinois State Normal University at Normal, Illinois, to collect all monies due under the provisions hereof.

Section 4. All revenues and monies derived from the operation of said student union building shall be held by the Business Manager separately and apart from all other funds of the University and all of said sums shall be delivered to the Treasurer of the State of Illinois not more than three days after receipt of the same.

Section 5. Before the Business Manager shall enter upon his duties with respect to the collection of fees and charges and before he shall receive any funds derived from the operation of the student union building, he shall be required to post a corporate surety bond in an amount equal to the amount likely to come into his hands at any time, which bond shall be approved by The Teachers College Board, and filed with the Secretary of said Board, and shall be conditioned upon his faithful performance of his duties as required under this resolution and his accounting for all monies coming into his hands.

The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Absent | |

The motion was unanimously carried.

Mr. Hollingsworth then moved the adoption of the following resolution:

BE IT RESOLVED by The Teachers College Board of the State of Illinois that the Treasurer of the State of Illinois be authorized and directed to execute a corporate surety bond in the amount of \$35,000 to protect the "The Teachers College Board Revenue Fund of 1955, for Illinois State Normal University at Normal, Illinois," provided for in the resolution authorizing the issue of \$700,000 Student Union Building Revenue Bonds, Series of 1955, adopted by this Board on April 18, 1955, payment for the premiums of said surety bond to be payable from the "Operation and Maintenance Account, Illinois State Normal University at Normal, Illinois, Student Union Building Revenue Bonds, Series of 1955" of said Fund.

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The motion was seconded by Dr. Nickell, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Absent | |

The motion was unanimously carried.

Dr. Nickell moved that the State Treasurer be directed to pay to Barcus, Kindred & Company and J. T. Swartz & Company, Inc., jointly, from the proceeds of the sale of \$700,000 Student Union Building Revenue Bonds, Series of 1955, the sum of \$14,000 as their fiscal agency fee, being 2% of the par amount of the bonds issued, all in accordance with the fiscal agents' contract with the Board dated September 19, 1949. The motion was seconded by Mr. Ropp, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Absent | |

The motion was unanimously carried.

Dr. Browne presented for the consideration of the Board a contract with S. W. Knetsch Company and Associates for plans for site work on Neptune Hall and proposed sites of future buildings at Northern Illinois State Teachers College. Dr. Browne stated that, in accordance with the instructions of the Board at the last meeting, some suggested changes have been made in this contract and these changes have been approved by Mr. Dunn.

Mr. Dunbar moved the awarding of this contract to S. W. Knetsch Company and Associates for plans for site work on Neptune Hall and proposed sites of future buildings at Northern Illinois State Teachers College. The motion was seconded by Dr. Nickell, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Absent | |

The motion was unanimously carried.

Dr. Browne presented a revised agreement between the Civil Defense Region and Northern Illinois State Teachers College. Dr. Browne stated this revised agreement is quite satisfactory with the authorities at Northern.

TEACHERS COLLEGE BOARD

Dr. Nickell moved that the authorities at Northern Illinois State Teachers College be authorized to sign the agreement with the Civil Defense Region as presented by Dr. Browne. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Aye | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Absent | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Absent | |

The motion was unanimously carried.

Mr. Stipes reported that the Advisory Committee of Eastern Illinois State College, together with the authorities of Eastern, had met with Mr. John Shields to discuss the possibility of another self-liquidating dormitory at Eastern. Mr. Stipes further reported that by combining a dormitory with union building facilities, with payment of a student union fee of \$4.00 per quarter, and combining Pemberton Hall in the bond issue Eastern can adequately handle a bond issue.

Mr. Stipes further reported that Mr. Summers and he had discussed with Dr. Buzzard the plans for this proposed new self-liquidating dormitory and that Dr. Buzzard is to contact various architects to see if any of them have any ideas or plans which would best meet Eastern's needs.

Chairman Walker recommended that all Committees of the Board remain as they are with the exception of the following revision:

Salary Schedule and Personnel Committee

Mr. Houle, Chairman
Mrs. Madlener
Mr. Stipes

The Board concurred in Chairman Walker's recommendation.

There being no further business to come before the Board at this time, Chairman Walker adjourned the meeting until the next regularly scheduled meeting on Monday, May 16, 1955, at Eastern Illinois State College, Charleston, Illinois.

Lewis M. Walker, Chairman

Alexander Summers, Secretary

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MINUTES OF THE MEETING OF THE
TEACHERS COLLEGE BOARD
Eastern Illinois State College
Charleston, Illinois
May 16, 1955

The regularly scheduled meeting of the Teachers College Board and the college presidents convened at 9:00 A.M. (D.S.T.), Monday, May 16, 1955, in the Lounge of the Library Building on the campus of Eastern Illinois State College, Charleston, Illinois. Lewis M. Walker, Chairman of the Board, presided.

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

Mr. Lewis M. Walker, Chairman
Mr. R. A. Stipes, Jr., Vice-Chairman
Mr. Alexander Summers, Secretary
Mr. Carl Dunbar
Mr. J. A. Houle, Jr.
Mrs. Harriet Lowden Madlener
Dr. Vernon L. Nickell
Mr. Clarence R. Ropp
Mr. Chauncey B. Watson, Sr.

The following members were absent:

Mr. Morton H. Hollingsworth

Dr. William C. Reavis

Also present were the following:

Dr. Robert G. Buzzard, President
Mr. Raymond R. Gregg, Business Manager
Eastern Illinois State College
Dr. Arthur H. Larsen, Acting President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University
Dr. F. A. Beu, President
Western Illinois State College
Dr. Leslie A. Holmes, President
Northern Illinois State Teachers College
Dr. Richard G. Browne, Executive Officer
Mr. Arthur Samoores, Supervising Accountant
Mr. Richard F. Dunn, Legal Counsel
Teachers College Board - General Office

Chairman Walker advised the members that he had talked to Dr. Reavis, who is still in St. Luke's Hospital, and Dr. Reavis sent his greetings to the Board.

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The first matter of business before the Board was the approval of the minutes of the meeting on April 18, 1955. Attention was called that, on page 28, Dr. Reavis' name was omitted as being a member of the Salary Schedule and Personnel Committee.

There being no further corrections to said minutes, Mrs. Madlener moved that the minutes of the meeting of April 18, 1955 be approved as corrected. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Absent |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 35 as Executive Officer which consisted of three parts; namely, Part I. Auxiliary Enterprise Operations at the Colleges; Part II. Legislation; and Part III, Proposed Change in By-Laws.

Concerning Part I., Dr. Browne presented a brief report of the auxiliary enterprise operations at each of the colleges and suggested that before any action is taken on determining the amount of money each college could transfer from their auxiliary enterprise fund to income fund, consideration should be given to the following items:

1. The creation of adequate reserves for the replacement of assets.
2. The creation of a reasonable reserve to provide for possible losses in the future.
3. Consideration should be given to the amount of subsidization to be furnished one auxiliary enterprise by another.
4. Any expansion of an auxiliary enterprise should be made from funds previously accumulated by past operations of the enterprises.
5. All colleges should adopt and use generally accepted accounting principles in recording the operation of auxiliary enterprises.

Dr. Browne also stated that reserves held under Items 1 and 2 should be invested in government securities.

Considerable discussion was held regarding Part I. of Dr. Browne's report, and Mr. Stipes stated that the Legislative Reference Bureau has been asked for an opinion on whether or not surplus auxiliary enterprise money can be used in connection with bond revenue projects or if it is limited for the use of existing auxiliary enterprise operations. It was decided that further discussion or action re-

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garding this matter be withheld until later in the meeting.

Part II. of Dr. Browne's report was presented for the information of the Board.

Regarding Part III. of his report, Dr. Browne recommended the following changes in the By-Laws which could provide for the office of Vice-Chairman:

Article VI, Section 1 to read as follows: "The officers of the Board shall consist of a Chairman, a Vice-Chairman, a Secretary, and an Executive Officer.

Article VI, Section 2 make second sentence read as follows: "The Vice-Chairman and Secretary shall each be elected for a one-year term."

Article VII, Section 1 change last sentence to read as follows: "In the absence of the Chairman at any Board meeting, the Vice-Chairman shall preside at that meeting."

Following but little discussion, Mr. Stipes moved the adoption of the proposed changes in the By-Laws as outlined in Part III. of Dr. Browne's Report No. 35. The motion was seconded by Dr. Nickell, and unanimously carried.

Dr. Browne next read a letter from President Morey, of the University of Illinois, regarding the possibility of a joint meeting of representatives of the three State higher education boards. After some discussion, the Board unanimously agreed they would be willing to participate in such a meeting if one of the other boards wish to take the initiative in calling it.

Dr. Browne next reported that several meetings have been held with representatives of the union covering State, County, and Municipal employees. Dr. Browne recommended that the Salary Schedule and Personnel Committee meet after a reasonable agreement has been reached with the union and that this Committee be given authority to approve the agreement with the union. The Board concurred in Dr. Browne's recommendation.

Dr. Browne further reported that at Northern Illinois State Teachers College there is a matter pending where the clerical employees wish to be represented by the union.

Dr. Browne further reported that a discussion has been held with the union regarding the number of holidays for non-academic employees at the colleges. He stated that, at present, these employees are being given six holidays a year (and three weeks vacation to those employees with 10 years or more tenure) and that the union is asking for nine holidays during the year (the three additional days would include Lincoln's birthday, Good Friday, and Veterans' Day). Dr. Browne asked if the Board would wish to recommend to the Merit Board any change in the present number of holidays for these employees. Following considerable discussion, Mr. Stipes moved that the Board go on record of being in favor of the present list of

TEACHERS COLLEGE BOARD

holidays plus adding Good Friday. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Dunn Reported that there is pending in the 69th General Assembly House Bills Nos. 272-275 which state that in the erection of public buildings the specifications must include alternate plans for heating by oil, coal, gas, and electricity, and that bids should be received on all of these alternate plans.

REPORTS OF COMMITTEES

Mr. Summers, Chairman of the Building Committee, reported that the Building Committee recommends the approval of the plans as submitted by Western Illinois State College for the rehabilitation of the science rooms soon to be abandoned in the Administration Building and authorizes Western to immediately advertise for bids on this project.

Following some discussion, Mr. Summers moved the adoption of the foregoing recommendation of the Building Committee. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee recommends that Dr. Beu work out certain financial arrangements through the Finance Committee of the Board for a proposed student dormitory and student union building at Western Illinois State College and that Dr. Beu resubmit building plans on the basis of maximum facilities possible under a bond revenue plan.

Following some discussion, Mr. Summers moved the adoption of the foregoing recommendation of the Building Committee. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

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| | | | |
|-------------------|--------|------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summer | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| Mr. Watson | | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that in excavating for the basement of the Student Union Building at Illinois State Normal University the general contractors have run into water which will require additional tiling and pumping facilities. Mr. Summers stated that the Building Committee recommends that Mr. Ropp and he be given power to act in providing adequate tiling and pumping facilities for the basement of the new Student Union Building at I.S.N.U., after they have conferred with the architects and the Advisory Committee of I.S.N.U. (includes power to expend whatever money is found necessary to correct this situation).

Following considerable discussion, Mr. Summers moved the adoption of the foregoing recommendation of the Building Committee. The motion was seconded by Mr. Ropp, roll was called, and the vote was as follows:

| | | | |
|-------------------|--------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| Mr. Watson | | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee recommends the approval of certain changes in lighting and various attachments in the women's residence hall now under construction at Illinois State Normal University, said changes not to exceed a net increase cost of \$520.

Following some discussion, Mr. Summers moved the adoption of the foregoing recommendation of the Building Committee. The motion was seconded by Dr. Nickell, roll was called, and the vote was as follows:

| | | | |
|-------------------|--------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| Mr. Watson | | Aye | |

The motion was unanimously carried.

Mr. Summers, Chairman of the Building Committee, next reported that the Building Committee has studied the cost estimates as presented by Dr. Holmes for the proposed laboratory school, classroom building, and field house at Northern Illinois State Teachers College and recommends that Dr. Holmes be instructed to restudy all cost

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estimates for the proposed laboratory school, classroom building, and field house, particularly in regard to site preparation costs, building equipment and certain supervisory and architectural fees, and to submit a new report with plans at the July meeting.

Following but little discussion, Mr. Summers moved the adoption of the foregoing recommendation of the Building Committee. The motion was seconded by Mrs. Madlener, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

In concluding the report of the Building Committee, Mr. Summers reported that the Building Committee recommends the approval of Perkins and Will as architects for the proposed field house at Northern Illinois State Teachers College and that they be instructed to proceed with work at their discretion with the understanding that payment of any fees for such work will be contingent on the State appropriating funds for such a building.

Mr. Summers moved the adoption of the foregoing recommendation of the Building Committee. The motion was seconded by Mr. Stipes, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

INFORMAL REPORTS OF PRESIDENTS

Eastern Illinois State College

Dr. Buzzard presented his informal report on Eastern Illinois State College and requested that the following be included in his report:

Approval of the transfer of \$13,000 from the Contingency Fund - Income Fund Educational Operations to the following: \$10,000 to Personal Services - Income Fund Educational Operations and \$3,000 to Travel - Income Fund Educational Operations.

Following some discussion, Mr. Stipes moved the approval of the informal report on Eastern Illinois State College as presented by Dr. Buzzard, together with approval of the request for transfer of \$13,000 from Contingency Fund - Income Fund Educational Opera-

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tions to Personal Services (\$10,000) and Travel (\$3,000) - Income Fund Educational Operations. The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Stipes suggested that at the July meeting Mr. Gregg report on the balance remaining of the \$3,000 just authorized to be transferred to Travel - Income Fund Educational Operations. The Board concurred in Mr. Stipes' suggestion.

Illinois State Normal University

Dr. Larsen presented his informal report, together with supplement, on Illinois State Normal University with the following requests:

Add the following to II. FACULTY, 1. Resignations: c. Mr. Don E. Miles, as Instructor of Physical Education, effective July 1, 1955, to accept another position.

Delete the name of Ila Karr from II. FACULTY, 4. Summer Session Changes, c. Additions and add to b. Corrections, with the following salary: June, \$360; July, \$500; August, \$500.

Dr. Larsen presented the following requests:

1. Acceptance of the low bid submitted by Paxton Typewriter Company, in the amount of \$102,695.10, for the purchase of the following items for the women's residence hall now under construction:

- 412 Wardrobes
- 412 Wall Mounted Bed Bolsters
- 412 Dresser Desks
- 412 Desk Chairs

(To be paid out of funds allotted for furnishings in the Series 1954 bond issue.).

2. Provision for the approval and acceptance of bids received during the month of June on other items of equipment required for the women's residence hall now under construction.
3. Acceptance of the quotation received from the Wilson Electric Company, in the amount of \$670, as an extra to their present contract on the new women's residence hall now under construction for the purchase of alternate bathroom fixtures to be installed above the mirrors in the student rooms.

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4. Acceptance of the proposal of the Evans Construction Company of a credit of \$400.00 for omitting the wood grounds back of mirrors and acceptance of the proposal of the Evans Construction Company of an extra to their contract, in the amount of \$250.00, for installing wood stud blocking in the partitions to which the bed bolsters can be fastened, resulting in a net credit of \$150.00 to their contract on the women's residence hall now under construction.

The Board recommended that any discussion or action regarding Part IX. MISCELLANEOUS, 1. Naming of New Classroom Building, as listed in Dr. Larsen's informal report, be dispensed with until the July meeting.

Following some discussion, Mr. Stipes moved that the Advisory Committee of Illinois State Normal University be given power to act on the approval and acceptance of bids received for equipment for the new women's residence hall now under construction. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Ropp moved the adoption of the informal report, together with supplement, on Illinois State Normal University as presented by Dr. Larsen. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Larsen next reported that Lundeen and Hilfinger, architects, and the Building Committee recommend the acceptance of the following alternates for the Student Union Building at Illinois State Normal University:

General Contract — J. L. Wroan and Sons

| | |
|--|------------|
| Alternate No. 14 — Roof structure for service platform | \$1,319.00 |
| Alternate No. 15 — Canopy along north side of building | \$3,039.00 |

Electrical Contract — Emmett-Scharf Electric Company

| | |
|--|----------|
| Alternate No. E-4 — Lighting for exterior canopy on north side of building | \$182.00 |
| Alternate No. E-7 — Lighting for exterior rear canopy over service platform. | \$106.00 |

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Following some discussion, Mr. Stipes moved the approval of Alternates #14, #15, #E-4, and #E-7, as outlined by Dr. Larsen, for the Student Union Building at Illinois State Normal University. The motion was seconded by Mr. Ropp, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Mr. Ropp suggested that the women's residence hall now under construction at Illinois State Normal University be named after one of its favorite graduates and a servant to the college and the community and moved that the new women's residence hall be named WALKER HALL after Mr. Lewis M. Walker, Chairman of the Board. The motion was seconded by the other members of the Board. Upon roll call by Dr. Browne, the vote was as follows:

| | | | |
|-------------------|------------|-------------|---------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Present |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Western Illinois State College

Dr. Beu presented his informal report on Western Illinois State College and asked that Item VII. Auxiliary Enterprises be deleted from his report. (No action was necessary on Item VI. Buildings and Grounds of Dr. Beu's report as it was covered in the report of the Building Committee.)

Mr. Dunbar moved the approval of the informal report on Western Illinois State College as presented by Dr. Beu. The motion was seconded by Mr. Houle, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Northern Illinois State Teachers College

Dr. Holmes presented his informal report, together with supplement, on Northern Illinois State Teachers College with the following requests:

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1. Naming of the road leading from Lincoln Highway to the campus and ending at College Avenue CASTLE ROAD.
2. Acceptance of the low bid submitted by Mandel Brothers, in the amount of \$274.32, for the purchase of two three-sectional davenport for Neptune Hall. (To be paid with funds allotted for furnishings in the Series 1953 bond issue.)
3. Acceptance of the low bid submitted by Karoll's, Inc., in the amount of \$1,493.76, for 384 mattress pads and 384 mattress covers for Neptune Hall. (To be paid with funds allotted for furnishings in the Series 1953 bond issue.)
4. Approval of the purchase of 185 steps for the bunk beds for Neptune Hall from Rochelle's, Inc., in the amount of \$233.75. (To be paid with funds allotted for furnishings in the Series 1953 bond issue.)
5. Approval to purchase 300 additional mattress pads and 300 additional mattress covers as based on the low bid submitted previously by Karoll's, Inc., in the amount of \$1,167. (To be paid as follows: 200 sets, \$739.10, from the Operation and Maintenance Account, Series 1950 bond issue, and 100 sets, \$427.90, from the Construction Account, Series 1953 bond issue.)
6. Based on the low bid submitted by Rochelle's, Inc., at the January 17 meeting, approval to purchase the following additional furniture:

Adams Hall

| | | |
|------------------|---|-----------------|
| 80 Dresser Desks | - | \$ 5,518.40 |
| 80 Desk Chairs | - | 796.80 |
| 98 Bunk Beds | - | <u>4,850.02</u> |
| | | \$ 11,165.22 |

(To be paid with funds allotted in the Series 1950 bond issue.)

Neptune Hall

| | | |
|-------------------|---|-----------------|
| 110 Dresser Desks | - | \$ 7,587.80 |
| 110 Desk Chairs | - | 1,095.60 |
| 55 Bunk Beds | - | <u>2,721.95</u> |
| | | \$ 11,405.35 |

(To be paid with funds allotted in the Series 1953 bond issue.)

Mr. Watson reported that the street between College and Lucinda Avenues and lying between Gilbert Hall and the athletic field on the campus at Northern also needs naming and recommended it be called GILBERT PLACE. Dr. Holmes requested that this recommendation be made a part of his report.

Following some discussion, Mrs. Madlener moved the approval of the informal report, together with supplement, on Northern Illinois

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State Teachers College as presented by Dr. Holmes (including the naming of GILBERT PLACE, the street between College and Lucinda Avenues and lying between Gilbert Hall and the athletic field). The motion was seconded by Mr. Watson, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Holmes next reported that Dr. Reavis, Chairman of the Board's Curriculum Committee, has been working with officials at Northern and will present to the Board for its approval sometime in the future recommendations concerning possible changes in Northern's curriculum.

NEW BUSINESS

Dr. Browne read a letter from Schaeffer and Wilson, architects, requesting Board approval of the payment of 50% of the retainage money (\$10,367.10) being withheld on the contract of Louis Cutler Plumbing and Heating Company, contractors for the plumbing and heating work on the women's residence hall at Northern Illinois State Teachers College. Dr. Browne stated this request has met with the approval of both the bonding company and Mr. Dunn.

Following but little discussion, Dr. Nickell moved the approval of the payment to Louis Cutler Plumbing and Heating Company of \$10,367.10 (or 50%) from the retainage fee being withheld on their contract on the women's residence hall at Northern Illinois State Teachers College. The motion was seconded by Mrs. Madlener, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Dr. Buzzard reported that Dr. Walter P. Morgan, President Emeritus of Western Illinois State College, is very ill and in the hospital in Macomb. He suggested that the Board send a letter of sympathy to Dr. Morgan. The Board concurred in Dr. Buzzard's suggestion and instructed Dr. Browne to write a note of sympathy, on behalf of the Board, to Dr. Morgan.

Due to a statement made recently by one of the presidents, "When is the Board going to turn the colleges back to the Presidents?", Chairman Walker called on each of the presidents for an open dis-

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cussion regarding this matter, asking them to tell the Board what, as a governing Board, they are doing, or not doing, that is contrary to their program.

Dr. Buzzard remarked that, in his opinion, the Board made a big step forward in allowing the administration at each school to set up its own plan for faculty participation, but the Board is still groping in the field of administration. He further stated that at the last Board meeting he got an awful let-down. After working very hard with the faculty committee on the 1955-56 salaries and allowing but a few merit raises, he stated he had to go back from that meeting and report that the Board had decided there would be no merit raises. Dr. Buzzard stated that the presidents were not asked how this action of no merit raises would affect their own situation and left the presidents a bit "high and dry," and he wondered if the Board has the feeling towards the institutions which it should have.

Chairman Walker stated that, in the case of the presidents returning to their colleges and telling their faculty committees no merit raises would be allowed, the faculty committee and the administration should never have the feeling they have the right to administer but only to recommend matters to the Board. Chairman Walker further stated that in Dr. Buzzard's particular case there must have been poor presentation on some one's part for when he was shown the 1955-56 salary recommendations for Eastern (this was prior to the last Board meeting) he did not know that there were merit raises included.

Dr. Nickell remarked that the "question of democracy in educational institutions is essential and in our work we are trying to train young people to practice as much democracy as we possibly can. If they get no training, no experience until they are out of school and have to assume that responsibility, it all has to be learned. It was not the intention of the Board that the faculty was to take over but that the Board wanted to get their thinking because out of group thinking you will be able to get a sounder policy developed."

Mr. Summers remarked that the presidents have had so little chance to talk to the Board educationally and that at the meetings there is too much business and not enough discussion for education.

Dr. Beu stated that he does not agree with Dr. Buzzard on his discussion on administration in the colleges. He further stated that, regarding the operation of auxiliary enterprises, he does not agree with the thinking of some of the Board members for he believes you should let one place have a profit to help pay for another's loss, for an operation is sometimes so small it cannot maintain itself. Dr. Beu concluded with the statement that even if he does not agree on some matters and policies of the Board he will carry out their wishes.

Dr. Holmes suggested that a committee of the Board and the four presidents study the GOVERNING POLICIES for a possible re-wording of certain portions so that some matters would be more specifically outlined.

PROCEEDINGS

Mr. Stipes remarked that he understands and sympathizes with the feelings of the presidents when they disagree with some of the things the Board may do. He further stated that he believes there is not a member of this Board who is not in complete sympathy with teacher education; also, he believes there should be good leadership from the presidents and good human relations between the presidents and the faculty members. He also stated that he hopes the Board and the presidents can work together on all matters and that the presidents will give the members of this Board consideration for the sincerity they show.

Dr. Nickell remarked that a point had been made that was worthy of consideration; namely, that the Board has not had time or arranged its agenda to take time whereby they could be informed of what is happening in the educational programs. He stated that it might be worthwhile if it could be arranged whereby at each meeting one college could be given an opportunity for the president or any departmental head the president chooses to bring before the Board to inform the Board of what is happening in his division, what their problems are, and how they are resolving them; thereby giving the Board members a picture so they will understand what is being done with State money.

Dr. Larsen stated that the only thing that has disturbed him has been the fact that the Board asks the presidents to make recommendations and then when these recommendations are presented they discover the Board had certain reservations about a kind of recommendation which could be made. He stated that if the Board requests the presidents to make recommendations or suggestions on certain matters and they wish limitations on those recommendations or suggestions then the presidents should be told in advance of these reservations instead of when the recommendations are presented to the Board.

Dr. Browne recommended that the four presidents meet before the regularly scheduled Board meetings to go over matters to be presented at Board meetings whereby a lot of the problems could be solved. The Board concurred in Dr. Browne's recommendation and Dr. Buzzard agreed to call such meetings.

Mr. Stipes moved that the matter of the auxiliary enterprise operations (including the investment of funds) at the colleges be turned over to the Finance Committee for study. The motion was seconded by Mr. Ropp, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

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Mr. Stipes next moved that each college be permitted to invest reserve monies in their auxiliary enterprise operations in U. S. Certificates of Indebtedness which carry maturity of about twelve to fifteen months. The motion was seconded by Mr. Dunbar, roll was called, and the vote was as follows:

| | | | |
|-------------------|------------|-------------|--------|
| Mr. Dunbar | Aye | Dr. Reavis | Absent |
| Mr. Hollingsworth | Absent | Mr. Ropp | Aye |
| Mr. Houle | Aye | Mr. Stipes | Aye |
| Mrs. Madlener | Aye | Mr. Summers | Aye |
| Dr. Nickell | Aye | Mr. Walker | Aye |
| | Mr. Watson | Aye | |

The motion was unanimously carried.

Chairman Walker recommended the following dates and places for future Board meetings:

July 18, 1955 - Northern Illinois State Teachers College, DeKalb
September 19, 1955 - Western Illinois State College, Macomb
October 17, 1955 - Home of Mrs. Madlener, Oregon

The Board concurred in Chairman Walker's recommendation.

Chairman Walker next stated that the Board should show their appreciation, in some way, to Mr. Lanphier for his services to this Board. The Board left this matter to the discretion of the Chairman.

Mr. Dunbar suggested that each president submit in writing his philosophy of education. The Board concurred in this suggestion.

Mr. Dunbar next reported that on Saturday, May 21, Western Illinois State College will honor Mr. Ray Hanson for his thirty years as athletic director and suggested that the Board recognize this event. The Board instructed Dr. Browne to send a congratulatory telegram to Mr. Hanson on behalf of the Board.

There being no further business to come before the Board at this time, Chairman Walker adjourned the meeting until the next regularly scheduled meeting on July 18, 1955, at Northern Illinois State Teachers College.

Lewis M. Walker, Chairman

Alexander Summers, Secretary

